



ReOpening Plan

PINELLAS COUNTY SCHOOLS
2020-2021 SCHOOL YEAR

● ● ● INTRODUCTION

Pinellas County Schools is pleased to introduce our reopening information for the 2020-2021 school year. The district has worked diligently to gather as much information and feedback as possible in order to develop plans and protocols that will keep students and staff safe, while creating a nurturing and productive learning environment.

We have been meeting regularly with our medical advisory group, comprised of pediatric and infectious disease specialists from BayCare, Johns Hopkins All Children's Hospital and Community Health Centers of Pinellas, along with the Pinellas County Health Department. Doctors have toured elementary and secondary schools to get an understanding of how students and teachers interact and move throughout a school campus.

Over 43,000 families, students and staff members took our Return-to-School survey, sharing their preferences on learning models, personal protective equipment (PPE), social distancing, bus transportation and more. Eleven feedback groups were held with parents, staff members and community stakeholders to review and discuss multiple return-to-school scenarios. We also received and reviewed all correspondence shared with the Superintendent's Office and the School Board, including public comment delivered via email for our virtual School Board meetings.

After taking all the medical data and stakeholder input into account, the district has put a plan in place that provides learning options to fit all students' and families' needs, while keeping the health and safety of all individuals at the forefront of our decision making. We know our families are anxious to make the best decision possible for their student(s), and our staff is equally eager to prepare for the 2020-2021 school year.

On our ReOpening website (www.pcsb.org/reopening), families can explore the three learning options offered for the fall: traditional school, MyPCS Online and Pinellas Virtual School. Information is also available regarding the protocols being instituted to maximize the health and safety of all students and staff and to communicate timely information to all stakeholders. The site also includes information about instruction for ESE students, field trips and extracurricular activities, technology support, health and wellness protocols for in-school students, visitor and volunteer protocols, adult education. The information can be translated into many languages using the translate button at the top of the web page.

We encourage families to carefully review the site before selecting a learning option for your student. To select your choice for the upcoming school year, please click on the Select an Option button and complete a separate form for each child enrolled in Pinellas County Schools.

We ask you to make your selection no later than 5 p.m. July 27. Your prompt attention will give the district time to schedule students and staff accordingly. We know school will look different in the fall, and we appreciate your partnership and cooperation as we work to make the 2020-2021 school year successful for all!

Sincerely,



Michael A. Grego, Ed.D.
Superintendent

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● ● ● GUIDING PRINCIPLES

Since March 2020, Pinellas County Schools has risen to the challenge of a changing landscape brought on by the COVID-19 pandemic. The safety and wellbeing of students, families, employees and the community has been at the forefront of planning and decision-making.

There is much that is still unknown about COVID-19. In planning for the safe reopening of schools, the district engaged a cross-functional group of medical professionals including the Department of Health and local infectious disease experts and pediatricians from Johns Hopkins All Children's Hospital, BayCare and Community Health Centers of Pinellas. The district also sought input from students, parents, employees and community stakeholders through the districtwide survey, emails sent to the district and feedback groups.

Based on all the input gathered, and in alignment with the guidance issued by the Centers for Disease Control and Prevention (CDC) and the American Academy of Pediatrics, the protocols within the Pinellas County Schools' ReOpening Plan represent processes that support ensuring a safe return for students and staff.

This plan is guided by the following principles:

1. Ensure the safety and wellness of students and employees
2. Reopen Pinellas County Schools for students
3. Provide parents flexibility and choice through instructional learning options
4. Deliver high-quality instruction to students

While school will, no doubt, look different in the 2020-2021 school year, the commitment of the teachers, leaders and staff of Pinellas County Schools remains steadfast as we all strive for 100% Student Success. That will mean ensuring that we work as a school community to adhere to all the processes put in place that are there to greatly decrease the spread of COVID-19. And, for those families who are not ready to return to our school buildings we have high-quality instructional learning options to meet the needs of your student.

This document is based upon the information known to the district as of the date of its publication and is intended to supersede any conflicting District rules, protocols, or guidelines during the time of its application. Changes will likely be needed given the fluid nature of COVID-19 in society, including changes to community health data, amendments to applicable federal, state and local orders, and other circumstances. To continue to meet the needs of our community, this plan will be reviewed, adjusted and communicated, in alignment with any changes due to COVID-19. We want all stakeholders to be confident that Pinellas County Schools has the processes and procedures in place for a safe return to our buildings.

● ● ● HEALTH AND WELLNESS PROTOCOLS: ENSURING THE SAFETY AND WELLNESS OF STUDENTS AND EMPLOYEES

As Pinellas County Schools reopens, there will be a number of procedures in place to ensure the safety and wellness of students, employees and, ultimately, the entire community. The intent of all protocols are to ensure high-quality instruction and decrease the spread of COVID-19, as well as address and support wellness for all stakeholders who enter a district or school building.

SOCIAL DISTANCING AND PERSONAL PROTECTIVE EQUIPMENT (PPE)

The district recognizes that there are differing opinions on the use of personal protective equipment, including masks/face coverings, by school-age children. In determining these guidelines, the district garnered input from students, parents, employees and community stakeholders through the districtwide survey, emails sent to the district and feedback groups. Following the recommendations of the Department of Health and the district's medical advisory group, and in an effort to employ all measures possible to prevent the spread of COVID-19, the following principles will be followed to the greatest extent possible, with consideration given to unique facility and student circumstances. The district will review these guidelines should the circumstances change with regard to the local impact and spread of COVID-19 in Pinellas County.

A school, by design, has numerous opportunities for socialization. As social distancing is not possible at all times throughout a day, all employees and students must have a **mask/face covering** with them at all times. **The district will issue five cloth masks to each staff member and student at the beginning of the school year.**

Masks/face coverings must be worn by all students, staff and individuals on campus, to the maximum extent possible, in hallways, common areas, classrooms, cafeterias (when not eating), during small group instruction, and anywhere social distancing is not possible.

- Students and staff will receive instruction on the proper way to wear a mask/face covering.
- Masks/face coverings must adhere to standards as outlined in the student dress code
- Student's name must be written in permanent ink on their mask or face covering to avoid cross contamination
- Individuals (students or staff) who have a medical condition that does not allow for wearing a mask must provide medical documentation

The district understands that social distancing may not be possible on buses. Given the space and time restrictions of bus transportation, **masks/face coverings must be worn by all students and employees on the bus.** Buses will load from back to front and unload from front to back to decrease the opportunity for students to walk past each other. In addition, hand sanitizer will be provided on each bus and a dispenser will be mounted near the front of the bus. Drivers will also wipe down or spray handrails, seats and windows with a disinfectant wipe or spray between each run. Weather permitting, the windows on buses will be lowered two to three inches to allow for greater circulation.

In alignment with the recommendations made by the American Academy of Pediatrics, students in prekindergarten, kindergarten and classes with specialized populations may not be able to utilize masks/face coverings to the same extent as other classrooms. In those instances, employees must wear masks/face coverings and face shields issued by the district.

Recognizing that it may be difficult for students to wear masks/face coverings continuously throughout an entire school day, staff will be trained to allow for safe “mask/face covering breaks” and will work to balance safety with the students’ social-emotional wellbeing.

Wherever possible, administrators will move **classrooms** to larger spaces where social distancing can occur (e.g. media center, auditorium, etc.).

Classroom set-ups will be arranged to maximize space and increase social distancing between students. All extraneous furniture will be removed from the classroom.

The **sharing of instructional materials** or manipulatives (e.g. pencils, supplies, center activities, etc.) will be minimized and shared items will be sanitized regularly.

Lunch schedules will be altered to allow for increased room for students in the lunchroom/cafeteria. Masks/face coverings must be worn when not eating.

To the maximum extent possible, students will move throughout the school as a **cohort**, to lessen the number of people students are exposed to throughout the school day.

VISITORS AND VOLUNTEERS

In order to limit exposure for all students and staff, the district will **limit campus and facility visits by any nonessential visitors, community organizations, businesses, municipal partners, and speakers**. Essential visitors are defined as those with business critical to the operation of the district (e.g. contractors, deliveries, members of the Department of Health, etc.).

All essential visitors, community organizations, businesses, municipal partners, and speakers must make an appointment to visit the Administration Building, Walter Pownall Service Center and school sites. Visitors without an appointment may not be granted entry into a facility. The processes below will be reviewed at the end of the first quarter to determine if changes can be made.

At this time, all volunteer/mentoring opportunities will be conducted virtually, unless directed by the school principal and approved by the Area Superintendent/Chief. All individuals entering a school or district building must follow the protocols outlined below.

- Prior to a scheduled visit, all individuals must affirm their wellness by completing the **COVID-19 Self Screening Tool**.
- All individuals will practice social distancing and **wear a mask/face covering** at all times.
- Volunteers who participate in sporting and other organizations/club events/activities shall take all precautions to minimize the risk of transmission of COVID-19 to players, families, coaches and communities, including social distancing, frequent handwashing and wearing a mask/face covering.
 - As a reminder, prior to volunteering, all volunteers must be background-approved Level 1. All Level 1 volunteers will be supervised at all times. All Level 2 volunteers are permitted to be unsupervised with students, but must follow the CDC guidelines. Level 2 volunteers must wear their Level 2 badges when on school campus.
 - Any volunteer on a campus must be assigned to the **same group of students** (cohort) each time they volunteer.

HEALTH AND WELLNESS

All students, employees or visitors at any school or district building must affirm their wellness to be on campus. Anyone exhibiting any symptoms should stay home and consult with their health professionals to make a plan for a safe return.

While attendance at school and work is critical for the success of students, no one should come to any school campus or school district building if they are unwell or exhibiting any symptoms.

EMPLOYEE AND VISITOR SELF-SCREENING

Employees and visitors will complete a self-screening tool to affirm their wellness each day prior to entering any school or district building.

STUDENT SCREENING

As a part of the opening of school documents, all parents will receive and need to complete the **Student and Parent 2020-2021 Wellness Responsibilities and Expectations form** and return the signed portion to their school. This form denotes that all students and parents understand that it is their responsibility each day during the school year to: 1) ensure their child is well, as outlined by the screening questions, prior to entering a school or district building and 2) that if their child becomes ill during the school day, the parent/guardian will make arrangements for their child to be picked up as soon as possible following notification.

Periodically throughout each day, teachers and/or school-based staff will do informal check-ins with students to ensure all students are feeling well.

SELF-SCREENING QUESTIONS

Before entering a school or district building, you should assess your wellness with the following questions:

1. Have you experienced any of these symptoms, not associated with previously diagnosed conditions, in the past 72 hours:
 - Fever greater than 100.4/chills
 - Cough/shortness of breath
 - New loss of taste or smell
 - Nausea/vomiting/diarrhea
 - Experienced multiple symptoms
2. In the last 14 days, have you:
 - been in close contact with anyone who has been diagnosed with COVID-19;
 - been placed on quarantine for possible contact with COVID-19;
 - traveled abroad or to an area of the country where it is recommended that you self-quarantine;
 - had a COVID-19 test pending

If anyone (student, employee, visitor) shows any symptoms or conditions it is extremely important that they not enter any school or district building and should contact their healthcare provider for guidance.

PROCESS IF A STUDENT IS NOT FEELING WELL AT SCHOOL

Any student not feeling well or exhibiting any COVID-19-like symptoms will be referred to the school nurse/clinic in alignment with school-based protocol. Please note, that if a student is not feeling well, another student will NOT be asked to walk alongside them to the clinic as their buddy. If a teacher or

school-based staff member notes a concern, the teacher will call the school nurse. The school nurse will come to the classroom to assess and escort back to the clinic, if needed to limit any potential exposure to others. Protocols for referring a student to the school nurse will be part of all staff training prior to students returning in August 2020.

SCHOOL CLINICS WITH A SEPARATE CLINIC SPACE FOR STUDENTS WHO ARE NOT FEELING WELL

During the 2020-2021 school year, every school will have a full-time nurse to support the wellness needs of the students in Pinellas County Schools. In addition, all schools will have two identified, dedicated spaces for nursing services.

The **clinic space** will provide services traditionally done by school nurses, but to the extent possible some services will be handled within classrooms to limit exposure.

- All school health staff will be provided with adequate and appropriate PPE and guidelines for appropriate usage.
- School nurses will be available for consultation to assist in guiding classroom staff with appropriate decision making.
- Basic first aid situations, to the greatest degree possible, should be handled by the student/teacher in the classroom to prevent congregation in the office and possible cross exposure. All classrooms will be stocked with basic first aid supplies.
- Students with diabetes will be encouraged to perform their own care in the classroom to the greatest extent possible, given the student's knowledge of their disease, age and amount of supervision required.
- Approved medication dispersal (in alignment with Board policies), will continue to occur with the exception that students with asthma will not be permitted to use nebulizer treatments due to the risk of aerosolization of respiratory particles.
 - Parents of students who utilized nebulizer treatments during the 2019-2020 school year were contacted at the end of last school year to notify them of this change.
 - Students who utilize these treatments should consult with their medical professional to ensure a plan is in place to meet their needs.
- School health staff will closely monitor trends of absenteeism and will follow-up with students who have been absent for multiple days.
- Families will be encouraged to maintain wellness visits with their child's healthcare provider and keep up-to-date on all age-appropriate immunizations and the recommended seasonal flu vaccine.
- Separate procedures have been established regarding statutorily-required health screenings (vision, hearing, BMI, scoliosis) and will be communicated with affected school administrators prior to the beginning of the school year.

A separate clinic space for students who are not feeling well or exhibiting symptoms will be established in every school.

- School nurses will be available for consultation to assist in guiding classroom staff with appropriate decision making.
- If a teacher or school-based staff member notes a concern, the teacher will call the nurse. The school nurse will come to the classroom to assess and escort back to the clinic, if needed.
- All temperatures will be taken using a no-contact thermometer.
- If a student is found not to be well and needs to utilize the separate clinic, parents/guardians will be called and expected to pick up their child as soon as possible. Students who are not well will not be transported home on the bus nor sent back to class or to an after-care provider.

- The room will be monitored at all times when a student is present. Staff assigned to monitor the room (if not the school nurse) will be provided with education on PPE and signs that further assistance is needed by the nurse.
- Parents will be provided with information on health conditions/symptoms that will require an absence from school and recommendation to follow-up with medical professionals. Symptoms requiring an absence include, but are not limited to:
 - Active vomiting or diarrhea
 - Fever $\geq 100.4^{\circ}\text{F}$ /chills/generalized body aches
 - Undiagnosed, new, and/or untreated rash or skin condition

CLEANING AND DISINFECTION

The district's Plant Operations Department has issued the [*2020 Cleaning for a Healthier Pinellas County Schools*](#) handbook, which focuses on the thorough cleaning and sanitizing of surfaces, particularly high-touch areas, and the targeted use of CDC- and EPA-approved disinfectants and sanitizers for an effective infection-control strategy. These cleaning protocols have been established to align with industry standards as established by the American Physical Plant Administrators (APPA) and CDC recommendations for the cleaning and sanitizing of schools and public areas. Individual protocols have been designed for each unique classroom space, general area and office area. The handbook includes detailed checklists and step-by-step instructions for cleaning and sanitizing specific areas within a school campus, such as classrooms, restrooms, locker rooms and school clinics.

School-specific protocols are being developed and will include the following:

- Head Plant Operators (HPO) will develop a highly-detailed cleaning schedule for each member of the plant operations team. These schedules will list each team member, which portions of the campus he or she will clean each day, and the length of time expected to clean each room. All schedules will be reviewed by the General Manager for Operations (GM) for each school and school administration.
- Plant Operators will follow the step-by-step cleaning protocols to ensure that each space is cleaned appropriately and to ensure consistency in cleaning across the district.
- Upon the completion of cleaning a room, plant operators will place a hangtag on the doorknob of the room that identifies that the room has been properly cleaned and sanitized.
- An accountability tool (Orange QC) is being implemented across the district to give GMs and principals the opportunity to determine the cleanliness of each room and document those observations to create data points for review with each HPO.
- Teachers and staff will receive a copy of the step-by-step cleaning protocols to better understand how their rooms are cleaned and to establish a partnership with plant operations staff in order to identify ways plant operators can be more effective.

Beyond the steps outlined in the *Cleaning for a Healthier Pinellas County Schools* handbook, teachers will be trained to take these simple, yet effective actions to maintain the cleanliness of their rooms:

- Teachers will place their 'clean room' hangtag on the inside door handle or their desk each day so that it can be located easily by the night-time plant operations team.
- Teachers will notify their school administrator and HPO if they plan activities during the day that may require additional cleaning either during the day or at night. Notifying the HPO in advance will allow the plant operations team to adjust the time allocated to clean the room if necessary.
- Each classroom will be supplied with a bottle of CDC-approved sanitizer and cloths that the teacher

may use during the day if the need arises for a quick wipe down of a surface and if plant staff is not readily available.

- Teachers and office staff will arrange their desks and work areas in a manner to assist with the nightly sanitizing of those surfaces. Papers, files and books will be removed or stacked/placed in an orderly manner to allow plant operators to spray down the work surfaces without moving materials (preventing damage or loss of materials). Computer keyboards and other accessories will be placed in an accessible location and laptops will be closed to allow for exterior sanitizing.
- Students may also be asked to assist with keeping their areas clean for other students.
- Teachers will enlist the assistance of trusted students or the entire class to help keep classroom areas clean and tidy throughout the school day.
- Likewise, teachers and students will establish classroom protocols to wipe down desks and tabletops, and other shared equipment, in between classes and throughout the day. This type of activity could be especially effective in elementary schools if it is used as a tool related to COVID-19 safety and general good health practices.

FIELD TRIPS, EXTRACURRICULAR ACTIVITIES AND ATHLETICS

STUDENT ACTIVITIES

Field trips will not be scheduled the first quarter of the 2020-2021 school year. Further communication will be provided regarding field trips scheduled for subsequent quarters and will be based on recommendations from the Department of Health and Centers for Disease Control and Prevention (CDC).

School-based clubs will continue to operate, following all Pinellas County Schools (PCS) protocols and CDC guidelines if held on campus. At this time, it is recommended to utilize a virtual platform when possible through the first quarter of the school year.

Extended Learning Program (ELP) will continue to occur. Parents should contact their individual school for the days, times and manner that ELP will occur.

As of July 1, **high school athletic teams** are only approved to participate in outdoor, voluntary workouts in small groups. A determination on school-year athletics will be made in conjunction with the Florida High School Athletic Association later in the summer. Updates will be posted to this page. As of July 1, no decision on **middle school athletics** has been finalized.

All **student competitions held within the district**, but not sponsored by PCS, must be approved by the appropriate content specialist. Evidence must be shown that competition organizers are following all recommended CDC and district guidelines before schools/students will be allowed to participate.

All **student competitions held outside the district** must be approved by the appropriate content specialist and the area superintendent/chief. Evidence must be shown that competition organizers are following all recommended CDC and district guidelines before schools/students will be allowed to participate.

PARENT ACTIVITIES

Back to School Nights and Open Houses will be planned and organized by school-based leadership teams to ensure health and wellness procedures are in place. Plans will be submitted to and approved by the area superintendent/chief before being advertised to the school community.

No PTA- or Booster-sponsored events will be scheduled for the **first quarter** of the 2020-2021 school year. **No PTA- or Booster-sponsored events for the second through fourth quarters** will be approved at

this time. Further communication will be provided regarding events scheduled for later in the school year and will be based on recommendations from the Department of Health and Centers for Disease Control and Prevention.

PTA Meetings should be held virtually for the first quarter of the 2020-2021 school year. Further communication will be provided regarding PTA meetings scheduled for subsequent quarters and will be based on recommendations from the Department of Health and Centers for Disease Control and Prevention.

School Advisory Committees (SAC) meetings will follow the same meeting structure as the Pinellas County School Board meetings. Currently the School Board meetings are conducted in a virtual format, thus so should the SAC meetings. SAC meeting structure will continue to align with the School Board meetings throughout the school year. Once meetings are held in person, all CDC and Department of Health guidelines must be followed by SAC members and visitors.

WELLNESS PROCEDURES EDUCATION FOR STAKEHOLDERS

To ensure all students, families, visitors and staff understand the health and wellness protocols implemented by the district, a series of communications will be shared prior to the beginning of the school year. Reopening information will be housed on a dedicated website, www.pcsb.org/reopening. Specific information related COVID-19 will be posted at www.pcsb.org/coronavirus.

Age-appropriate information on what COVID-19 is and what we can do to stay healthy (e.g. handwashing, social distancing) will be shared with students and staff.

Signage will be placed throughout each school and district facility reminding students, staff and visitors to practice social distancing, to wear a mask or face covering at all times when not eating or drinking, to wash hands frequently and thoroughly, and to limit room capacity to reduce opportunities for exposure.

The district will release a series of videos aimed at preparing students and adults for the upcoming school year. Videos will include information on what the school experience will look like, what cleaning protocols are in place, how to properly wear a mask/face covering, what social distancing means and more.

● ● ● REOPENING PINELLAS COUNTY SCHOOLS

FALL 2020: RETURNING TO SCHOOL GRADES PK-12

Guided by the principles for ReOpening Pinellas County Schools, the safety and wellness protocols previously outlined ensure that the district and every school have prepared and continue to maintain the highest standards for our students, families and employees when classes resume. With this in mind, instruction in schools and classrooms will also look different. The information below outlines what classes will look like as school reopens for high-quality, face-to-face, instruction.

	CURRICULUM	DETAILS & CONSIDERATIONS
Traditional Return to School	PCS-adopted curriculum with lessons developed and taught by classroom teachers.	• Remain enrolled in your 2020-2021 assigned school and keep your seat within your District Application Program. • Traditional, in-person, face-to-face for grades PK-12 learning following the regular student schedule and student calendar (180 days of instruction) and bell times. • Follow and adhere to all 2020-2021 PCS school building health and safety protocols and Code of Student Conduct. • Note: If the need arises to quarantine and/or close a classroom, school or the entire district due to health concerns, instruction will continue but transition to the digital model noted within MyPCS Online until students and teachers return to traditional instruction. All decisions for quarantine and/or closure of classrooms, along with return dates will be made with the Department of Health.

WHAT WILL SCHOOL LOOK LIKE FOR STUDENTS, TEACHERS AND INSTRUCTIONAL SUPPORT STAFF WHEN SCHOOL REOPENS?

	STUDENTS	TEACHERS AND SUPPORT STAFF
What will be the same as previous school years in this option?	• Students will physically come to their school for their learning. While attendance at school is critical for success, students should not attend if they are unwell or exhibiting any symptoms. • Students will physically see and interact with their teacher(s) and classmates and follow their class/course schedule each day. • Assignments, activities and classroom-based assessments will be developed and conducted by their teachers. • ESE, ESOL and Gifted services will occur as outlined in student-specific plans. • All students will be expected to complete and submit assignments as determined by the assigned teacher. All assignments will be graded and posted into FOCUS. • Code of Student Conduct and traditional school expectations remain in effect. • All students will follow the PCS Assessment Calendar and participate in all local and state assessments.	• Teachers and instructional support staff report each day to lead and support instruction in their assigned classrooms. • Teachers develop and implement daily lesson plans for grade-level, standards-based instruction for students. • Teachers and instructional support staff differentiate and adjust instruction to meet the individual needs for student learning. • Teachers provide student make-up work, flexibility and support if they are out of school for any reason.
What will be different from previous school years in this option?	• Each morning, students and families must review wellness to ensure students are well and symptom-free prior to coming to school each day. • PCS health and wellbeing protocols will be implemented, and students and families need to adhere to all expectations to ensure the safety of all students, families and employees. • While students will physically see and interact with their teachers and classmates, collaborative activities may look different or be lessened to ensure the safety and wellbeing of the school community. • Classroom spaces will be rearranged to maximize social distancing and minimize any shared items (see sample classroom layouts). • Some classes may look different. Classes that involve high-contact such as band, chorus and physical education may have changes. See section below. • Lunch schedules will be modified to maximize social distancing. • Large group gatherings will be reduced. • Parent meetings and/or conferences will be scheduled to occur virtually, until it is deemed appropriate to have larger number of individuals on campus. • For students who receive ESE services, please see the ESE section for additional information. • Request to move forward with the process for the School Board to waive portion of Policy 5420.03- Reporting Student Progress and Class Ranking - High School regarding attendance requirement for high school exam exemption.	• Each morning, all employees must affirm they are well and symptom-free prior to coming to work each day. • All employees will adhere to PCS health and wellbeing protocols. • Teachers will adjust lesson activities to maximize social distancing and minimize sharing of items. • Some staff meetings that traditionally occur as in-person events (e.g. professional development, PLCs, etc.) may occur virtually utilizing Microsoft Teams. • Meetings with parents will be scheduled virtually until it is deemed appropriate to have larger numbers of individuals on campus. • All teachers will receive training for the Canvas Learning Management System in July and August with continued support and development opportunities throughout the 2020-2021 school year. Teachers participating in July will receive a stipend.

SPECIALIZED AREAS AND ELECTIVES

Pinellas County Schools is committed to providing a well-rounded educational experience that develops the aptitudes and interests of every student. In addition to the areas previously outlined, some electives and specialized areas of instruction have additional considerations when planning for the reopening of schools.

WHAT WILL SCHOOL LOOK LIKE FOR STUDENTS, TEACHERS AND INSTRUCTIONAL SUPPORT STAFF WHEN SCHOOL REOPENS?		
	WHAT WILL BE THE SAME AS PREVIOUS YEARS?	WHAT WILL BE DIFFERENT FROM PREVIOUS YEARS?
Prekindergarten/ Kindergarten	- Continued focus for young children to learn through play and their interactions with the teacher and other students. - Hands-on materials to develop conceptual understanding, to show and revise their thinking and to develop social/emotional skills such as self-regulation. - Classroom arrangements will remain developmentally appropriate, with modifications to support health and wellness. - Continue to use outdoor spaces as part of the learning environment.	- All adults will be wearing masks/face coverings and/or shields. - Classes will remain as cohorts throughout the day to limit cross-exposure amongst other students. - Students will be issued masks/face coverings and should be used to the greatest extent possible. - Limiting the sharing of materials. - Regular disinfecting and rotating the use of materials.
Physical Education	Students will have the opportunity to engage in physical education classes in alignment with Florida requirements - Elementary: 150 minutes physical education - Middle: Semester of physical education per year - High – HOPE (Graduation requirement)	- Classes will be conducted outside, to the greatest extent possible, with high-contact activities reduced/eliminated. - In elementary grades and specialized populations, cohorts of students will remain together to limit cross-exposure amongst students. - Focus will be on individual skills and fitness as opposed to game play. - Masks/face coverings will not need to be worn when outside and when social distancing can occur. Students and staff should have their masks/face coverings with them to ensure they are available, if needed. - Locker rooms will not be utilized, and students will not need to change into 'PE clothing' to participate in class. - Weight rooms will remain closed in alignment with high school athletic (FHSAA) determinations. Curriculum modifications for students enrolled in weight training classes will be made to focus on bodyweight exercises.
Visual Art	- High-quality, engaging, live instruction from certified art educator. - Authentic rich face-to-face teaching and dialog. - Access in all schools to quality art supplies and materials.	- Limiting the sharing of materials. - Regular disinfecting and rotating the use of materials. - Enhanced use of art to support social-emotional wellbeing and expression.

WHAT WILL SCHOOL LOOK LIKE FOR STUDENTS, TEACHERS AND INSTRUCTIONAL SUPPORT STAFF WHEN SCHOOL REOPENS?		
	WHAT WILL BE THE SAME AS PREVIOUS YEARS?	WHAT WILL BE DIFFERENT FROM PREVIOUS YEARS?
Performing Arts: Band/Orchestra/Chorus/Drama	• High-quality, engaging music, theatre (and dance where applicable) programs including music ensembles (band, chorus, orchestra). • Authentic rich face-to-face teaching and dialog. • Live class rehearsals and experiences.	• Greater focus on instrument care, hygiene, choral singing safety as well as personal health. • Focus on smaller ensemble works, likely more project-based work due to smaller ensembles and opportunity for independent learning. • Performances and assessments may be streamed live or recorded rather than performed live. • Rooms arranged to maximize social distancing and, in some cases, relocation of room for more space including potential outdoor classes and/or rehearsals for some groups. • Creative performance opportunities including live streaming, recorded or multiple performances to address size of audiences.
World Languages	• Students will still listen to, read, write and speak the language they are studying as well as learn about the cultures of the regions where the language is spoken. • Students will interact with each other in class in authentic ways using a variety of print and digital resources.	• Students will have expanded opportunities to use the language they are acquiring through technological resources that are part of our new curriculum. • Outside of class, students will engage with technology to listen to and read the language they are studying. • Teachers will wear face shields so that students will be able to see their faces as they teach new vocabulary and structures as well as indicate agreement as students test new learning. • Students engaged in American Sign Language (ASL) courses will need face shields instead of masks/face coverings to be able to communicate. • Additional precautions will be needed to use the language labs, including heightened cleaning of the headsets between student users.

STUDENT PROGRESS MONITORING

Students will engage in ongoing progress monitoring to support academic growth. As in all previous years, if based on classroom-based or formative (e.g. MAP, reading assessments, cycle assessments and exams) progress monitoring a student needs additional supports, school teams will work alongside students and their families to provide the appropriate strategies and supports to meet their individual needs.

EXCEPTIONAL STUDENT EDUCATION (ESE)

In addition to the considerations noted for all students, the following considerations and processes will be in place for students who receive ESE services. Note: all services will be provided in alignment with their IEP/EP.

Self-Contained Classroom Settings

Cohort: To the extent possible, and in alignment with IEPs, students in self-contained classrooms will remain as a cohort (group of students/teachers) throughout the day. This will minimize the exposure to larger numbers of individuals throughout the school day.

Handwashing protocols will be built into the daily schedule: Visuals will be provided to each school with self-contained classrooms for placement within each classroom. Any time a student is using shared materials, they would be washing hands at the transition time.

Social Distancing: Students will be socially distanced to the greatest extent possible. When it is not possible to socially distance, students should engage in more frequent handwashing, and whenever possible, wear masks/face coverings.

Personal Protective Equipment- PPE (masks, face coverings and shields): Understanding that there may be students, due to the nature of their disabilities, who will not be able to wear/utilize a mask/face covering, staff in those cases will need to wear a mask/face covering and shield. In addition, social distancing to the maximum extent possible should be considered when developing lessons and activities. Therapists, teachers and other staff working with students who are Deaf/Hard of Hearing, will need to wear face shields, but not masks/face coverings to ensure proper communication. Shields will also be worn by all Speech Language Pathologists (SLPs) when providing therapy and students should wear shields for speech therapy. For staff that may not be able to socially distance, it is expected that they wear appropriate PPE as determined by the ESE department. Staff will receive training regarding processes and procedures for delivery of services.

Student Instructional Components Regarding COVID-19: Social stories will be provided to staff and will be included in instruction upon return to school. These social stories are focused on developing understanding of new protocols and the importance of maintaining healthy processes and decisions. In addition, visuals for lining up, handwashing, schedule and classroom routines will be provided to schools and should be posted where students are able to see them. The routines should be practiced during the school day. (Note: Social stories are a specific learning tool for students with Autism. They provide information in a way that is understandable and repeatable to teach a skill or further understanding.)

Equipment and Material Cleaning – Where possible, students should have individual sensory items, classroom tools (e.g. pencils, crayons, etc.) that are in separate containers.

Sensory Equipment

In instances when equipment or sensory items must be shared, cleaning must occur on a frequent basis, between students and will need to be planned for by teachers and/or therapists. Such examples include, but are not limited to:

Sensory and Therapy Rooms: Ball pits, tunnels, and cloth swings need to be removed as they cannot be adequately cleaned between students. Equipment in therapy rooms that are cloth, or meet the above, need to be removed. Should more than one student be in a sensory or therapy room at one time, they must be able to be socially distanced and refrain from sharing of equipment to the maximum extent possible. Equipment (to include standers and other positioning devices) must be cleaned between students following proper cleaning protocols.

Group Therapy Sessions: In the case where students are in small group therapy sessions, the size of the group should be considered in relation to the size of the therapy room to ensure social distancing where PPE would interfere with the session or would not be able to be worn due to sensory or other issues. Further guidance and training will be provided to staff regarding delivery of services.

General Education Settings

In most cases, students will follow the expectations set forth for all classrooms. In circumstances where students are included, but there are additional considerations noted above, such as sensory concerns that prohibit the wearing of masks/face coverings, a shield will be recommended. If a shield and mask/face covering are not possible, then the student will need to engage in frequent handwashing and social distancing from other students will be maximized. Visuals and social stories will be available to any classroom that needs them.

Communication

Communication will need to be provided with families and school staff on a frequent basis.

Families should review the PCS ReOpening Plan and begin to familiarize their students with the protocols and videos (e.g. handwashing, how to properly wear a mask/face covering, etc.) to support their understanding of the 2020-2021 school year.

Families should communicate with school-based staff any non-negotiable for cleaning and sanitizing.

ESE DOCUMENTATION AND COMPLIANCE

Diagnostic Assessments- Access Standards

Upon return to school, students will take diagnostic assessments that will be specific to grade level and for students on Access Standards, consistent with grade level and level of access in order to assess specific skills. These diagnostic assessments should be considered in relation to the students IEP goals. In circumstances where the results might indicate that the IEP team needs to meet to review and possibly amend the IEP, the meetings should be scheduled early in the school year. ESE service providers will need to collect data on IEP goals, following the standard guidelines set forth in the ESE Handbook. Staff should track a student's recoupment of skills and ensure that where necessary, Extended School Year (ESY) is considered.

For students who are instructed virtually– the expectation will be that students receive real-time specially designed instruction and related services, as if they were served in a traditional, face-to-face setting through virtual platforms (e.g. Microsoft Teams or Zoom).

IEP/EP, Evaluation, Eligibility and Reevaluation Meetings

For cases in which a yearly meeting was not held due to COVID-19, those meetings will be scheduled promptly upon return to school. Any IEP/EP that has gone beyond the meeting due date, will be prioritized. Further information will be provided to schools regarding IEP/EPs that will expire prior to October FTE Date Certain to ensure all meetings are scheduled and held.

Case managers will also review any students for whom there is an open reevaluation. The case manager will meet with the student services team upon return to school in August to review all open cases and to prioritize completion.

To the greatest extent possible, all eligibility and reevaluation meetings will be held virtually to limit exposure for students, families and employees. If there is a specific request for an in-person meeting, all individuals participating in the meeting must adhere to the PCS health and wellness protocols outlined within the ReOpening Plan, including but not limited to: self-screening for wellness to be in a district building, social distancing and personal protective equipment. If parents/guardians have concerns about the status of IEP/EP or reevaluation, they should contact their case manager or school during the opening weeks of school.

ENGLISH LEARNERS (ELs)

Our English Learners (ELs), like all our students across the district, have had a disruption of their daily lives, have worries about their own families, and have experienced high-stress situations. The district recognizes that students will need additional supports to rebalance and refocus on the task of learning and being productive in the school community. The goal remains for ELs to achieve the same rigorous grade-level academic standards that are expected of all students, within a reasonable period of time.

Schools will continue to be guided by the following principles in delivering EL services:

- Assets-Oriented and Needs-Responsive Schools
- Meaningful Access to Quality Instruction
- Meaningful Communication with EL Families

These principles will continue to guide the district in implementing instructional programs for ELs during the transition to reopening schools. This means that the schools will ensure that they embrace ELs as the assets they are while also providing them with the support they need to succeed. The same is true for EL students with disabilities. For dually identified students, a knowledgeable educator will be involved in planning distance learning needs for students with an individualized education program (IEP/EP).

District schools will continue to provide designated and integrated English Language Development (ELD) and have the flexibility to determine how services will be provided to ELs. Under state and federal law, there is no required amount of time that must be allocated to EL services.

In addition to the considerations noted for all students, the following considerations and processes will be in place for students who receive EL services across all settings. EL students will continue to receive services including:

- Designated time for ELD instruction within the schedule with opportunities for extended instructional time (for recently arrived ELs and ELs identified for interventions)
- Embedded grade-level content supports within lessons to meet the needs of ELs at their level of English language proficiency (for recently arrived ELs and ELs identified for interventions)
- Formative ELD assessments in reading, writing, listening and speaking to monitor progress in English language proficiency in ELD classes
- Family outreach and education to support families' understanding of the PCS ReOpening Plan in the native language, as feasible
- Counseling, social work, and psychology services for social-emotional supports and advising in the native language, as feasible

Communication with Families

In addition to collaborating with classroom teachers and school, district and county educators, engaging the parents of ELs remains important during school reopening. Schools have an obligation to ensure meaningful communication with parents of ELs in a language they can understand and to adequately notify parents of the same information about any program, service or activity that is shared with parents of students who are not classified as ELs. Schools should translate all mailings and emails to parents to provide access to the information in a language they understand. For parents who need support in reading information, schools may use recorded telephone calls that go to families or LionBridge phone interpretation services. Working with parents and offering them the opportunity to be involved in their children's education is key to the students' success at all times, especially during distance learning and the transition to reopening.

ESOL Documentation and Compliance

Upon return to school, all students identified through the Home Language Survey form as potential ELs will be administered an English language proficiency assessment. This assessment can be administered remotely for students participating in the MyPCS Online and Pinellas Virtual School options.

All students previously identified as ELs will continue to receive services in accordance with federal and state requirements and based on the 2020 ACCESS for ELs English language proficiency levels.

Additionally, schools will closely monitor ELs who were reclassified as fluent English proficient to evaluate whether students need additional services. An EL's English proficiency level may have decreased because the student has experienced limited instruction for an extended time during school closures. Therefore, close monitoring is key to ensure that ELs have the opportunity to recover any academic losses incurred during school closures. Collaboration is key to supporting ELs during distance learning and throughout the transition to reopening schools.

For students who are instructed virtually, the expectation will be that students receive real-time EL services, as if they were served in a traditional, face-to-face setting, based on their level of English language proficiency.

EL Committee Meetings

For cases in which a yearly EL Committee meeting was not held in spring 2020 due to COVID-19, those meetings will be scheduled promptly upon return to school. Any meeting that has gone beyond the meeting due date, will be prioritized.

If a school observes regression in the reading, writing, listening or speaking skills of an EL student, school staff will reach out to the family to discuss convening an EL Committee meeting.

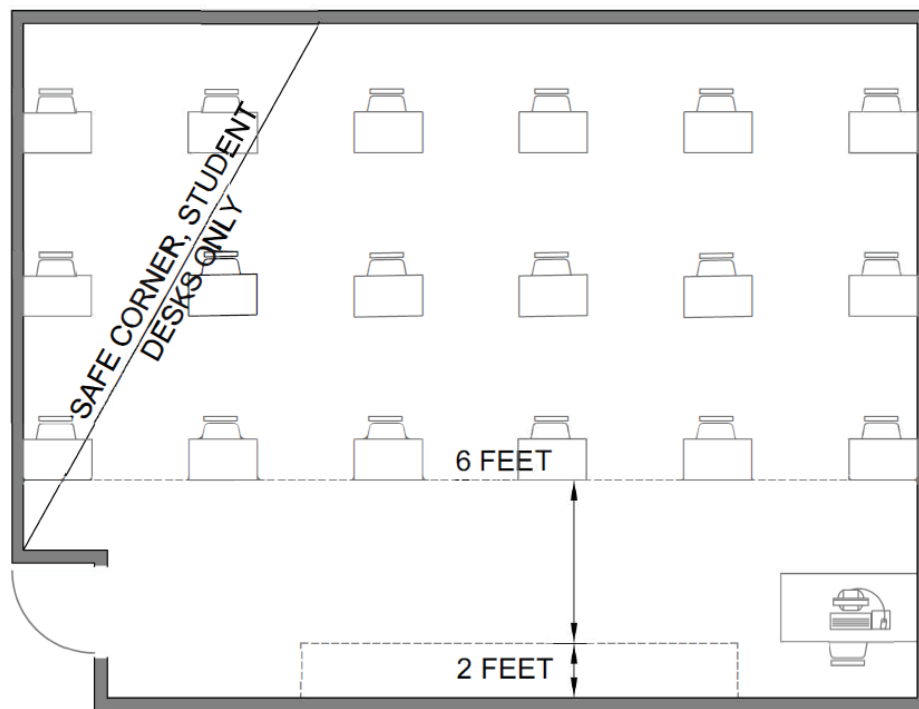
To the greatest extent possible, all EL Committee meetings will be held virtually to limit exposure for students, families and employees. If there is a specific request for an in-person meeting, all individuals participating in the meeting must adhere to the PCS health and wellness protocols outlined within the ReOpening Plan, including but not limited to: self-screening for wellness to be in a district building, social distancing and personal protective equipment.

If parents/guardians have concerns about the status of EL services, they should contact their ESOL teacher or school during the opening weeks of school.

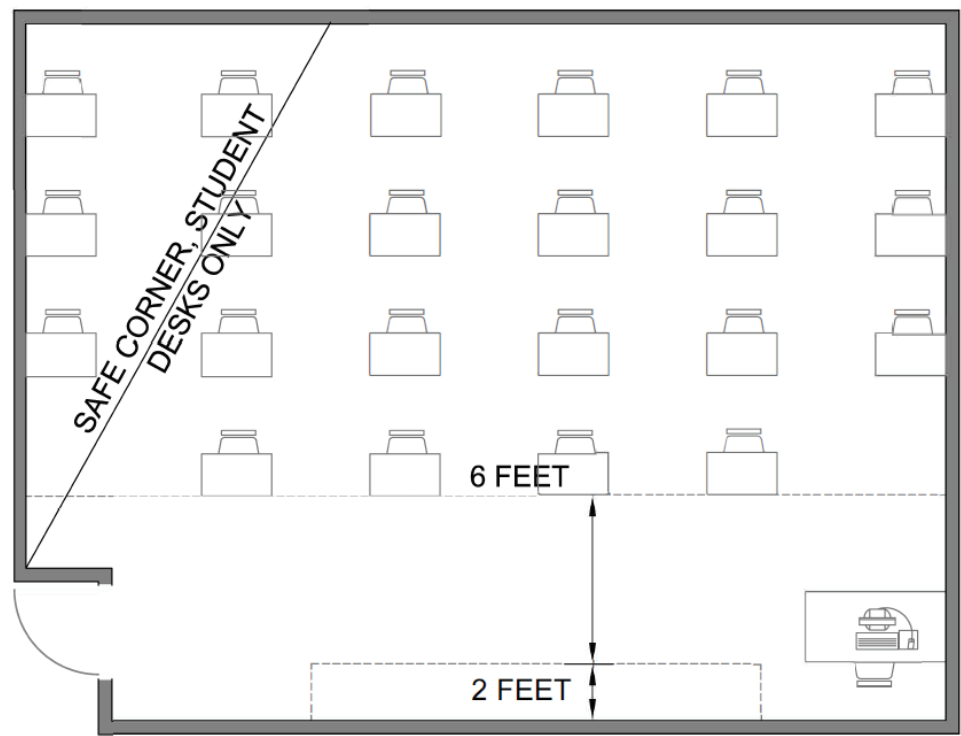
SAMPLE CLASSROOM LAYOUTS

Actual classroom layouts will vary based on room configuration. As classroom dimensions and furniture differ, these illustrations are meant to demonstrate how social distancing will be maximized in each room. School leaders and classroom teachers will work together to arrange spaces prior to students returning to school.

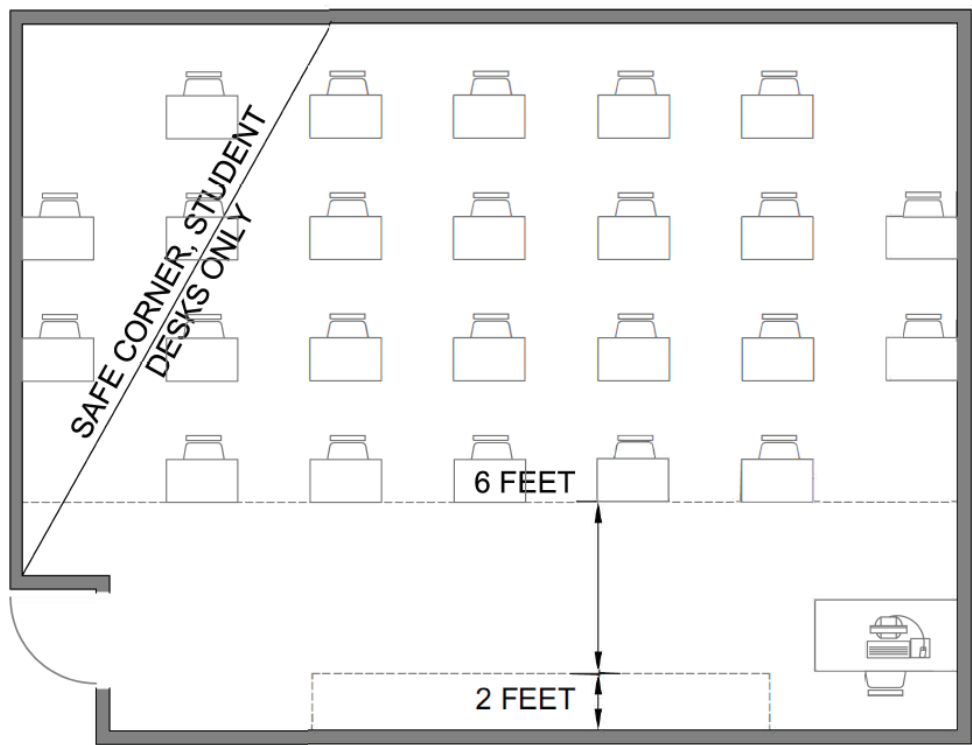
Sample Elementary Classroom (Primary Grades)



Sample Elementary School (Intermediate Grades)



Sample Secondary Classroom (Middle and High School)



● ● ● LEARNING OPTIONS: PROVIDING PARENTAL AND STUDENT FLEXIBILITY AND CHOICE

LEARNING OPTIONS

With school scheduled to start for all Pinellas County Schools students in August, if parents and students are not comfortable with returning to school or the established health and wellness protocols for traditional face-to-face instruction, the district has also developed additional learning options to provide families flexibility and choice during this time. Prior to making your selection, students and families should thoroughly review the details of each option and discuss them to ensure your choice supports the health, wellbeing and learning needs of the student and family.

Once you have made your decision, families should declare their choice by 5 p.m., Monday, July 27 utilizing our Student Reservation System (SRS), which can be found [here](#).

LEARNING OPTION OVERVIEWS		
TRADITIONAL (PK-12)	MYPKS ONLINE (K-12)	PINELLAS VIRTUAL SCHOOL (K-12)
• Remain enrolled in your 2020-2021 assigned school and keep your seat within your District Application Program. • Traditional, face-to-face, instruction at your 2020-2021 assigned school with PCS protocols for health and safety in place aligned to the approved student calendar and bell times.	• Remain enrolled in your 2020-2021 assigned school and keep your seat within your District Application Program. • Nine-week commitment to full-time digital learning • All instruction will be delivered virtually, following a daily schedule (live-lessons each day) aligned to the approved student calendar and bell times. • Students are expected to be present and engage in virtual instruction each day within the designated schedule. • Students can participate in athletics, extracurricular activities and clubs as any other student enrolled in the school. • Families will be able to extend this option each quarter so long as it is offered by the district	• Enroll as a student at Pinellas Virtual School (no longer enrolled in your assigned school and do not keep a seat within a District Application Program). • Full semester (18 weeks) commitment for enrollment as a full-time student (six courses). • All instruction is delivered virtually and is self-paced. • All assignments, assessments and required direct contact hours/ processes with virtual teacher successfully completed within 16-18 weeks. • This option has been available to students for several years.

MYPICS ONLINE

Learning from our experiences in spring 2020, the district has made enhancements to the digital learning model. We heard the following needs from our community: the need to have continuity across teachers and schools in how students access virtual learning, the need for more direct instruction through live-lessons, and the need to ensure interaction for students by having ‘cameras’ on for both students and teachers. MyPCS Online takes all these aspects into consideration and provides for solutions for each area in order to provide high-quality virtual instruction for students.

MYPICS ONLINE		
LEARNING OPTION	CURRICULUM	DETAILS AND CONSIDERATIONS
MyPCS Online	PCS-adopted curriculum with lessons developed and taught by PCS teachers in grades K-12. Curriculum and activities will be accessed via Canvas Learning Management System (newly purchased system specifically designed to support virtual learning). Class meetings and/or live-lessons will utilize Microsoft Teams for student and teacher interactions.	• Remain enrolled in your 2020-2021 assigned school and keep your seat within your District Application Program. • Available for students in grades K-12. • Nine-week commitment to full-time digital learning. • Student will stay enrolled for the entire quarter (Quarter One ends on October 9). Families will be able to extend this option each quarter so long as it is offered or can decide to return to the traditional option upon completion of any quarter. • All instruction will be delivered virtually, following a daily schedule (live-lessons each day) aligned to the approved student calendar and bell times. • Students and teachers are expected to be present and engage in virtual instruction each day within the designated schedule (sample schedules below). • Students can participate in athletics, extracurricular activities and clubs as any other student enrolled in the school. • Depending on the number of students who select MyPCS Online at a given school, there may be a need to combine students from multiple schools in one virtual MyPCS class. Regardless of the number of students who select MyPCS Online, your teacher will be a PCS teacher who is connected to, and remains in contact with, the team at your enrolled school. • Depending on the number of students who select MyPCS Online as their learning option, there may be limited elective courses available, especially at middle and high schools. • Students who select this option and receive ESE, English Learner (EL) or Gifted services or have a 504 plan will be contacted to discuss the services and accommodations and supports that can be provided through virtual learning.

WHAT WILL MYPCS ONLINE LOOK LIKE FOR STUDENTS, TEACHERS AND INSTRUCTIONAL SUPPORT STAFF?

	STUDENTS	TEACHERS AND SUPPORT STAFF
What will be the same as previous school years in this option?	• All assignments, activities and classroom-based assessments will be developed and facilitated by assigned and dedicated PCS teacher(s). • All students will be expected to complete and submit assignments as determined by the assigned teacher. All assignments will be graded and posted into FOCUS. • Code of Student Conduct and all PCS technology expectations remain in effect. • All students will follow the PCS assessment calendar and participate in all local and state assessments.	• Teachers and instructional support staff physically report to their assigned school (as needed depending on the number of students who select this option at their school), so they have all materials and resources available to them to deliver robust instruction. • Teachers develop and implement daily lesson plans for grade-level, standards-based instruction for students. • Teachers and instructional support staff differentiate and adjust instruction to meet the individual needs for student learning. • Teachers will be assigned to a full teaching schedule and are expected to fulfill all assigned duties as outlined in the Teachers Contract.
What will be different from previous school years in this option?	• Each morning, students are expected to be present and engage in virtual instruction each day within the designated schedule (see sample schedules below). • All students will be expected to adhere to daily attendance guidelines, log in and attend class during the designated times. This differs from the flexibility to attend at any time during a 24-hour period and be counted present like they were during the 4th quarter of the 2019-2020 school year. • Students will access their curriculum and assignments via Canvas Learning Management System. • Students will utilize Microsoft Teams for viewing live-lessons, meetings and small group instruction. No curriculum or assignments will be posted in Teams. Teams is just to be used as a virtual meeting/video tool. • Parent meetings and/or conferences will be scheduled to occur virtually, until it is deemed appropriate to have larger numbers of individuals on campus. • For students who receive ESE services, please see the ESE section for additional information. • Students who need a device (laptop) will be issued one to engage in digital learning. Students will also be issued any associated materials such as textbooks, art supplies, musical instruments, and other necessary materials where possible.	• Each morning, all employees must affirm they are well and symptom-free prior to coming to work each day. • All employees will adhere to PCS health and wellbeing protocols. • Teachers will utilize Canvas Learning Management System for all curriculum and lessons for students • Teachers will utilize Microsoft Teams for classroom/ student meetings, live-lessons and small group instruction. No curriculum or assignments will be posted in Teams. Teams is just to be used as a virtual meeting/video tool. • Teachers are expected to be present and engage in virtual instruction each day within the designated schedule. • Some staff meetings that traditionally occur as in-person events (e.g. professional development, PLCs, etc.) may occur virtually utilizing Microsoft Teams. • Meetings with parents will be scheduled virtually until it is deemed appropriate to have larger numbers of individuals on campus. • All teachers will receive training for Canvas Learning Management System in July and August with continued support and development opportunities throughout the 2020-2021 school year. Teachers participating in July will receive a stipend.

Sample MyPCS Online Elementary Daily Schedule (Class times may differ slightly from sample but will be communicated prior to the start of school. Actual schedules will vary by grade level.)

Live instruction will take place every day, Monday through Friday. Students will meet with their MyPCS Online teacher each morning beginning at 8:45 a.m.* The teacher will use a schedule that combines direct teaching, independent work, posted assignments (asynchronous instruction), learning, and small group instruction. Students and parents should expect to follow a full schedule, like the sample model below. Students will be ‘live’ with their teacher a minimum of four times each day.

8:45-9:00	Morning Meeting
9:00- 9:20	Direct Face-to-Face Instruction Reading (live)
9:20-10:20	Independent Practice and live small group instruction
10:20-10:55	Direct Instruction Writing and Independent Practice (live)
10:55-11:25	Reading Intervention (live)
11:25-11:45	Recess
11:45-12:15	Lunch
12:15-12:35	Direct Math Instruction (live)
12:35-1:05	Independent Math Practice
1:05-1:25	Math Intervention, small group and independent
1:25-2:15	Specials (Art, Music, P.E recorded lessons with some live interaction)
2:15-2:55	Science Direct Instruction (live)

*For 2020-2021 start times for your school, please visit www.pcsb.org/belltimes.

Sample Secondary Daily Schedule (Times may differ slightly from sample but will be communicated prior to the start of school.)

MyPCS Online ‘live’ instruction will take place four days each week: Monday, Tuesday, Wednesday and Thursday. Posted assignments (asynchronous instruction), live office hours, and small group or individual instruction will occur on Fridays. Students should expect to receive ‘live’ instruction at the beginning of each period. Depending on the content, after the initial ‘live’ instruction, students may transition to independent work, collaborative group work and/or asynchronous learning.

*For 2020-2021 start times for your school, please visit www.pcsb.org/belltimes.

Sample Middle School Schedule		Sample High School Schedule	
9:40-10:30	Period 1	7:25-8:12	Period 1
10:34-11:21	Period 2	8:18-9:05	Period 2
11:25-12:12	Period 3	9:11-9:58	Period 3
12:16-1:03	Period 4	10:04-10:51	Period 4
1:07-1:37	Lunch	10:51-11:21	Lunch
1:41-2:28	Period 5	11:27-12:14	Period 5
2:32-3:19	Period 6	12:20-1:07	Period 6
3:23-4:10	Period 7	1:13-1:50	Period 7

SPECIALIZED AREAS AND ELECTIVES:

Pinellas County Schools is committed to providing a well-rounded educational experience that develops the aptitudes and interests of every student. If students and families select the MyPCS Online option, the following should be considered:

In elementary schools, electives will be included in the regular daily schedule. Learning will be asynchronous—students will not receive live instruction in electives every day. The learning will be recorded on video. Students will still receive all the state standards in the course.

In secondary schools, electives will be included in the regular seven period schedule and follow the normal instructional routine—live instruction at the beginning of every period. Not all elective choices will be available, as they are subject to enrollment.

STUDENT PROGRESS MONITORING

Students will engage in ongoing progress monitoring to support academic growth through virtual assessments and work with their MyPCS teacher(s). As in all previous years, if based on classroom-based or formative (e.g. MAP, reading assessments, cycle assessments and exams) progress monitoring a student needs additional supports, school teams will work alongside students and their families to provide the appropriate strategies and supports to meet their individual needs.

EXCEPTIONAL STUDENT EDUCATION (ESE)

In addition to the considerations noted for all students, the following considerations and processes will be in place for students who receive ESE services.

Students who enroll in the MyPCS Online option will be contacted to discuss the services, accommodations and supports that can be provided through virtual learning. Based on receiving services at home, via virtual instruction, an IEP/EP meeting would need to be held to make necessary adjustments to the IEP/EP, such as services, accommodations and least restrictive environment (LRE).

ESE DOCUMENTATION AND COMPLIANCE

Diagnostic Assessments- Access Standards

Students will take diagnostic assessments that will be specific to grade level and for students on Access Standards, consistent with grade level and level of access in order to assess specific skills. These diagnostic assessments should be considered in relation to the students IEP goals. In circumstances where the results might indicate that the IEP team needs to meet to review and possibly amend the IEP, the meetings should be scheduled early in the school year. ESE service providers will need to collect data on IEP goals, following the standard guidelines set forth in the ESE Handbook. Staff should track a student's recoupment of skills and ensure that where necessary, Extended School Year (ESY) is considered. For students who are instructed virtually— the expectation will be that students receive real-time specially designed instruction and related services, as if they were served in a traditional, face-to-face setting through a virtual platform (e.g. Microsoft Teams or Zoom).

IEP/EP, Evaluation, Eligibility and Reevaluation Meetings

For cases in which a yearly meeting was not held due to COVID-19, those meetings will be scheduled promptly upon return to school. Any IEP/EP that has gone beyond the meeting due date, will be prioritized. Further information will be provided to schools regarding IEP/EPs that will expire prior to October FTE Date Certain to ensure all meetings are scheduled and held.

Case managers will also review any students for whom there is an open reevaluation. The case manager will meet with the student services team upon return to school in August to review all open cases and to prioritize completion.

To the greatest extent possible, all eligibility and reevaluation meetings will be held virtually to limit exposure for students, families and employees. If there is a specific request for an in-person meeting, all individuals participating in the meeting must adhere to the PCS health and wellness protocols outlined within the ReOpening Plan, including but not limited to: self-screening for wellness to be in a district building, social distancing and personal protective equipment.

If parents/guardians have concerns about the status of IEP/EP or reevaluation, they should contact their case manager or school during the opening weeks of school.

ENGLISH LEARNERS (ELs)

Our English Learners (ELs), like all our students across the district, have had a disruption of their daily lives, have worries about their own families, and have experienced high stress situations. The district recognizes that students will need additional supports to rebalance and refocus on the task of learning and being productive in the school community. The goal remains for ELs to achieve the same rigorous grade-level academic standards that are expected of all students, within a reasonable period of time.

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- Assets-Oriented and Needs-Responsive Schools
- Meaningful Access to Quality Instruction
- Meaningful Communication with EL Families

These principles will continue to guide the district in implementing instructional programs for ELs during the transition to reopening schools. This means that the schools will ensure that they embrace ELs as the assets they are while also providing them with the support they need to succeed. The same is true for EL students with disabilities. For dually identified students, a knowledgeable educator will be involved in planning distance learning needs for students with an individualized education program (IEP/EP).

District schools will continue to provide designated and integrated English Language Development (ELD) and have the flexibility to determine how services will be provided to ELs. Under state and federal law, there is no required amount of time that must be allocated to EL services.

In addition to the considerations noted for all students, the following considerations and processes will be in place for students who receive EL services across all settings. EL students will continue to receive including:

- Designated time for ELD instruction within the schedule with opportunities for extended instructional time (for recently arrived ELs and ELs identified for interventions)
- Specific, embedded grade-level content supports within online lessons to meet the needs of ELs at their level of English language proficiency (for recently arrived ELs and ELs identified for interventions)
- Formative ELD assessments in reading, writing, listening and speaking to monitor progress in English language proficiency in ELD classes
- Family outreach and education to support families' understanding of the PCS ReOpening Plan in the native language, as feasible
- Counseling, social work, and psychology services for social-emotional supports and advising in the native language, as feasible

Communication with Families

In addition to collaborating with classroom teachers and school, district and county educators, engaging the parents of ELs remains important during school reopening. Schools have an obligation to ensure meaningful communication with parents of ELs in a language they can understand and to adequately notify parents of the same information about any program, service or activity that is shared with parents of students who are not classified as ELs. Schools should translate all mailings and emails to parents to provide access to the information in a language they understand. For parents who need support in reading information, schools may use recorded telephone calls that go to families or LionBridge phone interpretation services. Working with parents and offering them the opportunity to be involved in their children's education is key to the students' success at all times, especially during distance learning and the transition to reopening.

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All students previously identified as ELs will continue to receive services in accordance with federal and state requirements and based on the 2020 ACCESS for ELs English language proficiency levels.

Additionally, schools will closely monitor ELs who were reclassified as fluent English proficient to evaluate whether students need additional services. An EL's English proficiency level may have decreased because the student has experienced limited instruction for an extended time during school closures. Therefore, close monitoring is key to ensure that ELs have the opportunity to recover any academic losses incurred during school closures. Collaboration is key to supporting ELs during distance learning and throughout the transition to reopening schools.

For students who are instructed virtually, the expectation will be that students receive real-time EL services, as if they were served in a traditional, face-to-face setting, based on their level of English language proficiency.

EL Committee Meetings

For cases in which a yearly EL Committee meeting was not held in spring 2020 due to COVID-19, those meetings will be scheduled promptly upon return to school. Any meeting that has gone beyond the meeting due date will be prioritized. If a school observes regression in the reading, writing, listening or speaking skills of an EL student, school staff will reach out to the family to discuss convening an EL Committee meeting.

To the greatest extent possible, all EL Committee meetings will be held virtually to limit exposure for students, families and employees. If there is a specific request for an in-person meeting, all individuals participating in the meeting must adhere to the PCS health and wellness protocols outlined within the ReOpening Plan, including but not limited to: self-screening for wellness to be in a district building, social distancing and personal protective equipment.

If parents/guardians have concerns about the status of EL services, they should contact their ESOL teacher or school during the opening weeks of school.

PINELLAS VIRTUAL SCHOOL		
LEARNING OPTION	CURRICULUM	DETAILS AND CONSIDERATIONS
Pinellas Virtual School (PVS)	Florida Virtual School Franchise curriculum taught by Pinellas Virtual School teachers using Canvas Learning Management Platform	• Enroll as a student at Pinellas Virtual School (no longer enrolled in your assigned school and do not keep a seat within a District Application Program. • Full semester (18 weeks) commitment for enrollment as a full-time PVS student. • Courses start August 12 and parent/student must commit to full time enrollment through the end of the semester (December 18). • Students will no longer be enrolled at their home school and seat will not be held at any District Application Program. • All full-time PVS students will enroll in six courses. Students and families in all grade levels will select and enroll in six courses for the semester. The Pinellas Virtual School administrative team will assist families through this process. • All assignments, assessments and required direct contact hours/processes with virtual teacher are to be successfully completed within 16-18 weeks. • All instruction is delivered virtually. • Students, for most requirements, may work at their own pace and desired time of day. • Students are provided a pacing chart for each course that breaks down what work is to be completed each week for 16 weeks. If the pacing chart is followed and work is completed each week, there is not a specific time or day that they must be online. • Content is available 24/7 and curriculum encourages students to master key concepts as they progress through lessons. • Students receive support from Pinellas Virtual School teachers, who provide one-on-one instruction using the latest technology for online learning. • Teachers communicate with students and families a minimum of one time per month to discuss their progress. Parents and students can also contact the PVS teacher with questions. • Pinellas Virtual School follows the Pinellas County School Board calendar for holidays and beginning and end of semesters. • Self-motivation, self-determination, communication, organization, time management and computer literacy skills are critical to student success in Pinellas Virtual School. • To learn more about Pinellas Virtual School, please visit their website: http://www.pcsb.org/virtual.

HOW DOES MY FAMILY MAKE OUR CHOICE FOR A LEARNING OPTION?

The district recognizes this is a big decision that is not taken lightly by our families. Please know that there will be limited opportunities and circumstances to change your choice for the first quarter of the school year. As a district, we want to ensure we can provide all these learning options with high levels of quality. Multiple changes and changes during the quarter impact the ability to schedule and offer the consistent and robust selections we want to provide all our families. Prior to making your selection, be sure to:

- Review each of these options and discuss your learning and wellness needs as a family.
- If you have additional questions, use the 'Contact Us' button and select the Learning Option Topic to submit a question. Staff will get back to you as soon as possible!

Once you have made your decision, families should declare their choice by 5 p.m., Monday, July 27 utilizing our Student Reservation System (SRS), which can be found [here](#).

I AM A TEACHER. HOW CAN I CHOOSE WHETHER TO TEACH TRADITIONAL OR ONLINE CLASSES?

VIRTUAL AND IN-CLASSROOM TEACHING DETERMINATION

The number of units needed for face-to-face instruction and the number of units needed for virtual instruction will be determined once parents have had an opportunity to select their child's learning option. The deadline for parents to submit selections is 5 p.m. July 27.

The District will be working in collaboration with PCTA to determine the process for identifying teaching assignments for staff members, which will then be shared with all staff.

A direct communication will be sent to all staff regarding leave options and other important employee information.

INVESTIGATION OF POTENTIAL AND/OR CONFIRMED COVID-19 CASES

Case investigation and contact tracing are well-honed and effective tools to slow the spread of COVID-19 in a community. All investigations and contact tracing are led by the Department of Health, in collaboration with Pinellas County Schools (PCS) School Health Services. A dedicated COVID-19 team within PCS School Health Services department has been established to ensure every reported case is reviewed and handled appropriately.

As investigations of this nature include personal medical information and health data, much of the information is private and protected by the Health Insurance Portability and Accountability Act (HIPAA) and other applicable state and federal regulations. The process below outlines the steps that will be taken for each potential or confirmed case as well as the type of communication that will occur.

CASE(S) REPORTED AT SCHOOL OR DISTRICT SITE

The district requests that any student or employee who has a confirmed case or has been recommended for quarantine/isolation by the Pinellas Department of Health (DOH- Pinellas) or medical professional report this to your school or district administrator. While Pinellas County Schools will be made aware of cases by DOH-Pinellas, support from our families and employees to self-report will support the district in taking next steps in an expedited manner. (Note: Employees will be asked for specific documentation and should refer to the Employee Section for additional details.)

1. School and district administrators will report potential exposure or reported confirmed case to the PCS COVID-19 Team.
2. The district PCS COVID-19 Team will collaborate with the school/district administrator and the school nurse to gather information to provide to DOH-Pinellas, so they can begin contact tracing and make decisions about whether individuals, entire class, school, department or building needs to isolate or quarantine. Questions may include:
 - a. Documentation/confirmation of positive testing
 - b. Symptoms exhibited
 - c. Last day present at the school/worksite
 - d. Individuals or groups of people who had close, prolonged contact (defined as spending at least 15 minutes with someone less than 6 feet apart)
3. Based on the responses to the questions above, information will be provided to DOH-Pinellas and a recommendation will be made about the need to isolate/quarantine.
 - a. Persons who self-report a positive test, or parental report of a positive case in their student, will be reported to the DOH-Pinellas for confirmation
 - b. In general, household members, intimate partners of a positive case who are considered presumptive positive cases and individuals who had close contact (<6 feet) for a prolonged period of time (≥15 minutes)
4. All investigative and confirmed cases will be handled in accordance with the guidelines established by DOH-Pinellas.
 - a. Contact tracing and investigative processes remain the role of DOH-Pinellas.
 - b. DOH-Pinellas will take the lead on contact tracing and will contact affected families and staff directly to determine risk level. DOH-Pinellas will also provide direction on testing and self-isolation.
 - c. School health staff and the PCS COVID-19 team will provide assistance and support of these efforts.
 - d. Any schoolwide or other closure decisions will be made in conjunction with DOH-Pinellas and PCS leadership.

5. Confirmed case information will be communicated in alignment with all federal and state confidentiality rules.
 - a. Confirmed case information is relayed from DOH-Pinellas to the PCS School Health Services department.
 - b. Impacted individuals (students and/or employees) will be notified if there is a need to isolate quarantine through a letter from DOH-Pinellas that will be shared with the impacted families and staff.
 - c. Confirmed case information will be shared with leadership at all affected sites so the proper cleaning and disinfecting protocols can be completed.
6. If there is a decision made for a classroom, school or district closure, the following communication will occur
 - a. The district/school will communicate general closure information with all impacted families, in alignment with all federal and state confidentiality rules.
 - b. A media alert distributed to all local media outlets, if appropriate.
 - c. A classroom or school closure will be communicated to school staff directly by the Principal and/or Area Superintendent/Chief.
 - d. A classroom or school closure will be communicated to families by the Principal or designated school staff using the following methods:
 - i. Classroom Closure
 - DOH-Pinellas letter sent home to families;
 - Individual phone calls to affected families;
 - School Messenger phone call, text and email to non-affected families to explain the nature and expected duration of the closure and actions being taken to keep remaining staff and students healthy and safe; and
 - Communication will include Department of Health contact information.
 - ii. School Closure
 - DOH-Pinellas letter sent home to families;
 - School Messenger phone call, text and email to families to explain the nature and expected duration of the closure and actions being taken to prepare for the safe return of students and staff; and
 - Post on school-specific social media.

GENERAL COMMUNICATION

The district will continue to provide regular updates in the following ways:

- All information will be continuously updated on the dedicated COVID-19 district webpage: www.pcsb.org/coronavirus
- Families and community members will receive district updates via district School Messenger phone calls, texts and emails, FOCUS messages and social media posts.
- Employees will receive updates via district email with after-hours School Messenger phone calls, texts and emails, as needed.
- If the need for districtwide closure arises, this information will be shared using the following methods:
 - School Messenger phone call, text and email to all families and staff;
 - Post on district website homepage;
 - Post on all district social media; and
 - Media alert distributed to all local media outlets.

PLANS TO SUPPORT TECHNOLOGY

One of the greatest lessons learned during the closure of our school buildings last year, was the importance of having take-home digital devices for all students. To facilitate digital learning, the district distributed over 26,000 laptops and tablets to students who did not have their own computer, and also distributed Wi-Fi hotspots to students without access to the internet.

In order to bridge that divide, the district and the Pinellas County School Board took swift action to develop PCS Connects, a one-to-one device initiative, that will be funded in part by CARES Act federal funding. The initiative will launch this fall.

For the 2020-2021 school year, PCS Connects will provide laptop computers to all students in grades four through nine. Additional grades will be added in subsequent years, until all grade levels have been issued their one-to-one device. These devices will have an 11-inch touch screen that may be used as both a laptop and a tablet. Each computer will have a camera, microphone and speakers to facilitate online learning, if needed. These devices may be taken home or left at school each day. If taken home, devices should be charged overnight and returned to school the next day with the charger.

The use of digital devices will be integrated into the instructional day for content delivery, research, creativity, innovation and collaboration. This initiative will also allow for a deeper partnership between families, students and teachers, as parents will have daily access to instruction and enrichment materials for their student.

2020-2021 school year students in first through third and tenth through twelfth grades who select MyPCS Online or Pinellas Virtual School and who do not have access to a device at home should notify their school to check out a device for use at home.

Also, families who do not have internet access at home, may contact the school to check out a Wi-Fi hotspot.

Parents and students with technology questions or concerns should reach out to the classroom teacher, the Library Media Technology Specialist or call the Technology and Information Systems (TIS) helpdesk at (727) 588-6060 between the hours of 7:30 a.m. and 4:30 p.m., Monday through Friday.

Managing the technology for students and staff in the district is a cross-functional effort involving several departments.

Technology and Information Systems provides the following services:

- Reimages all devices as needed. To reimage a computer means to delete all the old data on the computer and restore it to default district settings.
- Repairs or replaces devices as needed.
- Provides technical support for computer, software or login issues via the employee Tech Help Ticket system or telephone the helpdesk (727-588-6060) in a timely manner.
- Provides school-based Library Media Technology Specialists and Technology Coordinators information on important updates.

Library Media Technology Specialists (LMTS) or school-based Technology Coordinators:

- Coordinate the distribution and inventory of staff and student devices.
- Provide site-based training for staff, students and parents.
- Provide application-specific troubleshooting and password support.
- Review tech tickets and resolve the issue if possible or escalate it if necessary.

The Digital Learning Department:

- Provides technology-related professional development (PD) for school-based instructional and administrative personnel. PD can be customized upon request to meet the needs of the school.
- Creates and maintains a blog for staff and a page on the district website with current instructions and resources.

MEAL DISTRIBUTION

Families who opt for the MyPCS Online learning option may be provided a week supply of breakfast and lunch via school district meal distribution sites. Breakfast will continue as a no charge meal for all, but lunch will require payment if the family does not qualify for free lunch.

ADULT EDUCATION

As part of Pinellas County Schools, adult education centers, including Pinellas Technical College (PTC) Clearwater and PTC St. Petersburg will follow all districtwide health and safety protocols as outlined in this document.

Cohort: To the extent possible, students in self-contained programs will remain as a cohort (group of students/teachers) throughout the day. This will minimize the exposure to larger numbers of individuals throughout the school day.

Social Distancing: Students must maintain social distancing to the greatest extent possible when on campus. This includes in parking lots, common areas, in classrooms and shop spaces. When it is not possible to socially distance, students should engage in more frequent handwashing, and whenever possible, wear masks/face coverings.

Personal Protective Equipment- PPE (masks, face coverings and shields): Aligned to the protocols for Pinellas County Schools, PPE must be worn to the greatest extent possible in all buildings and classrooms. Understanding that there may be students, due to medical conditions, who will not be able to wear/utilize a mask/face covering, staff in those cases will need to wear a mask/face covering and shield. In addition, social distancing to the maximum extent possible should be considered when developing lessons and activities.

Class Scheduling: Class schedules will be amended to reduce large volume arrival and departure periods. In-school and distance-lesson activities will be offered on an alternating schedule and class period starting and ending times will be staggered to reduce traffic in concourse areas. Classes will also be divided into smaller groups wherever necessary and possible.

Instruction: All instruction will be conducted in-person to the greatest extent possible. Should the need to close a classroom or building occur, a blended method of instruction (similar to spring 2020) will be put in place with technical skill practice and assessment scheduled individually.

Student Registration: Students will be encouraged to register and pay for classes online if possible, in order to limit the number of visitors to the registration area. For students needing to register and/or pay in-person, an appointment must be scheduled in advance. Registration and fee payment periods/dates will be staggered to limit the number of visitors to the registration area.

Counseling/Financial Aid Offices: Financial Aid Officers will see students by appointment only. A counseling appointment system is being developed for current students.

Classrooms and Shops: In all classrooms and shops, non-essential furniture will be removed, and a maximum capacity will be established based on size and spacing needed for proper social distancing. In instances when equipment must be shared, cleaning must occur on a frequent basis, between students and will need to be planned for by teachers. Project group sizes will be limited; and shop schedules will be developed to reduce the number of students in a shop at one time. Gloves and masks/face coverings will be required in all shop areas.

Cafeteria and Breakroom Spaces: In order to minimize crowding, lunch and break periods will be staggered and a limited number of tables and chairs will be available in dining areas and outdoor spaces. The cafeteria will offer more “grab and go” meals to reduce the number of students dining together, and common areas will be cleaned and sanitized between lunch periods.

Common Areas: Seating in all common areas, including the front office, will be reduced to allow for proper social distancing. A waiting area will be established for the bookstore, and classes will be scheduled for bookstore transactions in order to limit the number of customers in the store at one time. Media Centers will be closed until further notice. Group Functions and Facility Rentals are suspended until further notice.

Computer/Testing Labs: A maximum capacity will be established for computer labs to allow for six-feet between stations and labs will have extended hours to allow for fewer testers at one session. **Testing will be done by appointment only.** School-provided headphone sets will not be available. **Students wishing to use headphones must provide their own.** A regular sanitizing protocol will be followed to ensure stations are cleaned between users.

Student Arrival and Departure (including Dual Enrollment Buses):

Bus drop-off and pick-up times and locations will be staggered to the greatest extent possible. All students will be asked to proceed directly to their classroom upon arrival to campus. Afternoon pick-up procedures will be adjusted to allow for greater social distancing while students are waiting for a ride.



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