



The Administration at Career Center of Southern Illinois has developed this plan under the guidelines provided by the Illinois State Board of Education and Illinois Department of Health.

This plan will be in place for the Fall Semester of the 2020-2021 school year, unless it is decided that we cannot safely continue in this manner and need to return to full remote learning, or that it is safe for us to transition to a less restrictive schedule. Career Center of Southern Illinois will return to In-Person Learning with a modified schedule as described below.

Optional Education Student Attendance

The Optional Education Students will be attending classes at CCSI on an A/B/C schedule. The students will attend from 8:30 am until 12:45 pm each day.

A day students are in attendance Monday and Wednesday

B day students are in attendance Tuesday and Thursday

C days are Fridays and are remote for all students with the following exceptions:

- 9/11 - Will be attendance day for A day students to make up for Labor Day (9/7)
- 10/16 - Will be attendance day for A day students to make up for Columbus Day (10/12)
- 11/6 - Will be attendance day for B day students to make up for Election Day (11/3)
- 11/13 - Will be attendance day for A day students to make up for Veteran’s Day (11/11)

“A” Day attendees will include students from **Dupo, Waterloo, Columbia, Valmeyer, and Freeburg**. These students will attend on Monday and Wednesday of each week and will be remote on Tuesdays and Thursdays.

“B” Day attendees will include students from **Chester, Red Bud, Sparta, New Athens, and Marissa**. These students will attend on Tuesday and Thursday of each week and will receive remote instruction on Mondays and Wednesdays.

“C” Day will be remote learning for all students, with the exception of the 4 dates listed above.

OEP Schedule

Day 1 (Monday A/ Tuesday B)

- 1st hour- 8:30 am-9:25 am
- 2nd hour- 9:30 am -10:25 am
- 3rd hour- 10:30 am- 11:25
- Homeroom: 11:30-12:20
- Lunch 12:20- 12:45
- Dismiss
- Teachers’ Lunch 12:45-1:15

Day 2 (Wednesday A / Thursday B)

- Homeroom 8:30- 9:25
- 4th hour 9:30- 10:25
- 5th hour 10:30- 11:25
- 6th Hour 11:30- 12:20
- Lunch 12:20-12:45
- Dismiss
- Teachers’ Lunch 12:45-1:15

Sack lunches will be delivered to and eaten in the homeroom (Monday/Tuesday) and 6th hour classrooms (Wednesday/Thursday).

**** There will be no smoke break. ****

Busing

****Masks will be required on bus**** There will only be one student per seat on the school bus in order to enforce social distancing. Increase cleaning measures will be taken on all buses.

All of our buses will be running but will be reassigned based on the revised schedule

A DAYS

- On A days students from Columbia and Dupo will be picked up at their designated times and locations by bus # 22
- Students from Valmeyer and Waterloo will be picked up at their designated time and location by bus # 23
- Freeburg students will be transported by Freeburg's bus company as in previous years.

B DAYS

- On B days students from Chester/ Evansville will be picked up by bus # 23 at their designated times and locations.
- Students from Ruma, Rocher, and Red Bud will be picked up by bus # 22 at their designated times and locations.
- Students from Sparta, Marissa, and New Athens will be picked up by the Zweigart bus at their designated times and locations.

Two Hour Vocational Student Attendance

Two hour vocational students will attend CCSI Monday - Friday as normal or as often as permitted by the student's home school. Two hour students will only attend CCSI first and second sessions. Third session CNA will be taught at Sparta. These classes may operate a little differently than they have in the past in order to meet all of our requirements for meeting in person and will require flexibility as new issues arise.

Health Checks/ Expectations for prevention, social distancing, etc.

Face masks

- Staff and students must wear a mask at all times, failure to wear a mask at school will result in disciplinary action.
- One mask will be provided to each student at the beginning of each week. Replacements for lost or damaged masks can be purchased for \$1.00.
- Students may choose to bring their own correctly fitting mask, if a student does not have a mask, the school will provide one.
- Must fit snug around the nose and mouth.
- Mask exemptions include: medical contraindications requiring Dr. notes, under age 2, trouble breathing, unconscious, incapacitated, or unable to remove mask without help.
- Mask exemptions will be accepted with a note from the student's physician, alterations to student's schedule may be made along with modified seating arrangement or placement in that classroom.

No more than 50 people will be allowed in one space. If outdoors, large groups must be at least 30 feet apart.

All staff and students will need to social distance as much as possible keeping a 6 foot distance from each other when able.

Frequent hand washing and use of hand sanitizer is important. Staff and students will be encouraged to wash hands frequently and will have access to hand sanitizer in every classroom.

Parents and Guardians of students should be aware of the following information and expectations:

- By self-certifying and sending your child to school, you are certifying all requirements are met for your child to attend school **each day (Please see attached symptom checklist for students)**
- By self-certifying and sending your child to school, you are stating that your child is not exhibiting any symptoms on the checklist before allowing them to come to school.
- Keep children home if they have: 100.4 or above temperature, cough, sore throat, nausea, vomiting, diarrhea, chills, muscle aches, headache, loss of taste or smell, shortness of breath, fatigue, congestion, or runny nose
- Any student who is identified as sick or symptomatic upon arrival to school or during the school day will be isolated. The student will need to be picked up from campus as soon as possible. The student will be escorted outside when their family arrives to pick him or her up.

****This guidance could change as new recommendations are received. ****

Temperature checks will be conducted daily for students upon entry. Students may be asked to certify again upon their arrival to school. All students should report directly to the area of the cafeteria upon exiting the bus to have their temperature checked and certify if necessary.

Visitors

Visitors are discouraged during this time. Symptom screening will be required and conducted for all visitors.

Physical contact of any kind is discouraged.

Disinfection and cleaning will increase schoolwide. All students and staff will contribute to disinfecting areas of student use.

Staff and students will be trained on hygiene protocol and procedures.

Instruction/ Staff Accommodations

We will shift from Edmodo to Google Classroom for online instruction. Each OEP student will have a gotoccsi.org email account. This is the account that they will use to login to google classroom. Teachers will create classrooms and distribute codes to students that will allow students to join the appropriate classes. (If a student has 5 classes a day on their schedule they will be joining 5 google classrooms.)

GUIDES TO GOOGLE CLASSROOM LINK IS LISTED BELOW

https://docs.google.com/presentation/d/1VdINHwQcFTj4Xf8Vr_4TojA2em-Mx5xm705OSCc6GRA/edit#slide=id.g4ed39d6345_0_76

<https://www.youtube.com/watch?v=2Iowi-gmbys>

Students will be graded according to the grading scale provided in the CCSI Student Handbook. Parents can access their student's grades and attendance records thru Teacherease. Please contact Ms. Foote at tfoot@gotoccsi.org or 618-473-2222 ext. 131 to request Teacherease access. You will need to provide your personal email address.

Student attendance will reported on both in-person and on remote days.

Students are expected to be provided with a total of 5 hours a day of instruction and activity.

Staff will be using the 12:45-3:30 timeline for instructional planning and additional cleaning and sanitation procedures.

Receiving Meals

We do not intend for students to eat their meals together in the cafeteria at this time. Breakfast will be served to all students who wish to eat in the morning, students can eat on their way to class, outside, or under the pavilion. Lunch will be provided to students in their last classroom of the day. Social distancing will be required and trash should be thrown in trash cans.

Cleaning

Procedures will be put into place within the classroom and within the shops to assist with sanitation. This will be a fluid situation and we will adapt as we learn what works best.

With the early dismissal of school, students will be off campus allowing the custodial staff additional time for cleaning and sanitizing the school. All staff are being required to take additional sanitation precautions within their work areas.

Student Absences Due to Covid-19

The following protocol will be put into place for students with Covid-19 related absences. These absences will be considered Excused as long as appropriate documentation is received by the school from the student's physician. Protocol is also outlined on the attached flowchart.

A. Student had close contact with someone who was suspected of having or tested positive for COVID-19:
Students may return after a 14 day quarantine from the date of last contact with the individual.

B. Student tested positive or is suspected of having symptoms of COVID-19:

Symptom-based requirements - may return after:

1. At least 10 days have passed since the onset of symptoms **AND**
2. At least 72 hours fever-free and improvement of respiratory symptoms

OR

Test-based requirement - may return after:

1. Fever free **AND**
2. Improvement of respiratory symptoms **AND**
3. Two negative COVID-19 tests in a row at least 24 hours apart

C. Student tested positive for COVID-19 but has no symptoms:

Time-based requirements - may return after:

1. At least 10 days have passed since date of first COVID-19 positive test **OR**
2. May return after two negative COVID-19 tests done in a row, at least 24 hours apart

Questions/ Concerns

We understand this is a time of uncertainty and concern for all. We are very excited to have the opportunity to provide in person instruction to our students. Please do not hesitate to contact us with any questions you may have!

Mitch North, Principal, 618-473-2222 extension 101, mnorth@gotoccsi.org

Stephanie Mohr, Director, 618-473-2222 extension 100, smohr@gotoccsi.org

Student COVID-19 Return to School Flowchart

1. Student has symptoms of COVID-19 (whether they were tested or not)

Symptom-Based Strategy

Student may return to school after:

- At least 10 days have passed since symptoms first appeared; AND
- At least 72 hours with no fever without fever-reducing medication; AND
- Symptoms have improvements.
- If exhibiting symptoms and not able to attend school, students should consult with their physician to determine when it is safe to return.

OR

Test-Based Strategy

Student may return to school after:

- Resolution of fever (without the use of fever-reducing medications); AND
- Symptoms have improved; AND
- Two negative test results in a row, at least 24 hours apart.

2. Student tested positive for COVID-19, but has no symptoms

Time-Based Strategy

Student may return to school after:

- At least 10 days have passed since the date of first COVID-19 positive test.
- If symptoms develop, follow-symptom-based strategy above.

OR

Test-Based Strategy

Student may return to school after:

- Two negative test results in a row, at least 24 hours apart.

3. Student had close contact with someone with COVID-19

Student may return to school after:

- At least 14 days have passed since last contact with the infected individual.
- If symptoms develop, follow scenario No 1. above.

4. Student returned from international travel

Student may return to school after:

- At least 14 days have passed since date of return from trip.
- If symptoms develop, follow scenario No 1. above.

COVID-19 DAILY SELF CHECKLIST - STUDENTS

Instructions:

- Parents and guardians of all students are required to screen their student according to this checklist **each day** and take the student's temperature before sending a student to school. By sending a student to school, you certify that you and your student have honestly answered NO to all of the Questions below.
- If the student answers NO to all Questions, the student may attend school that day.
- If the student answers YES to any of the Questions below, the student must not be sent to school.
- After exhibiting symptoms, students are required to meet all return-to-school criteria before returning to school.
- If a student starts feeling sick during school or experiences the symptoms listed below, the student will be sent home immediately.

Questions	Yes	No
Does the student have a temperature of 100.4°F or greater?	<input type="checkbox"/>	<input type="checkbox"/>
Is the student taking fever-reducing medicines, such as those that contain aspirin, ibuprofen or acetaminophen, in order to reduce the student's fever?	<input type="checkbox"/>	<input type="checkbox"/>
Has the student had close contact or cared for someone with COVID-19 within the past 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
Has the student returned from travel outside the United States or on cruise ship or river boat within the past 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
Has the student been directed to self-quarantine by a health care provider?	<input type="checkbox"/>	<input type="checkbox"/>
Has the student been directed to self-quarantine by the County or State Department of Public Health?	<input type="checkbox"/>	<input type="checkbox"/>
Is the student experiencing any of the following symptoms?		
• Chills	<input type="checkbox"/>	<input type="checkbox"/>
• Cough	<input type="checkbox"/>	<input type="checkbox"/>
• Shortness of breath or difficulty breathing	<input type="checkbox"/>	<input type="checkbox"/>
• Fatigue	<input type="checkbox"/>	<input type="checkbox"/>
• Muscle or body aches	<input type="checkbox"/>	<input type="checkbox"/>
• Headache	<input type="checkbox"/>	<input type="checkbox"/>
• New loss of taste or smell	<input type="checkbox"/>	<input type="checkbox"/>
• Sore Throat	<input type="checkbox"/>	<input type="checkbox"/>
• Congestion or runny nose	<input type="checkbox"/>	<input type="checkbox"/>
• Nausea or vomiting	<input type="checkbox"/>	<input type="checkbox"/>
• Diarrhea	<input type="checkbox"/>	<input type="checkbox"/>

I hereby acknowledge that I have received a copy of this COVID-19 Daily Self Checklist. I understand that I am required to honestly and accurately complete this checklist for my child each day before sending my child to school.

PARENT/GUARDIAN NAME: _____ DATE: _____