

North Elementary School

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Mrs. Bobbie Mills, Principal

2021- 2022 School Plan

Academics. All students will attend in-person learning and there will be no virtual learning opportunities.

School Supplies. Students are encouraged to bring school supplies over the course of the first week of school, so that book bags are not overloaded on that first day of school. Please do not worry if you cannot find some of the items posted on the list, as various items may be hard to come by.

Meet the Teacher. Teachers will be contacting families on Monday, August 16th. They will be going over procedures, contact information, and classroom information.

Arrival. School doors will open to students at 7:35 a.m. Parents must drop off students in the North parking lot, please use the closest lane to the building to stop and drop off your student. Car riders will enter the building at the North door going through the gym. Bus Riders will enter the building at the front North door starting at 7:35 a.m. The front circular driveway is for daycare and buses only. All students must wear masks while inside the building.

Dismissal. Procedures for dismissal will be similar. Car Riders will be dismissed at 2:30 p.m. from the North doors by the parking lot. Parents are encouraged to remain in their cars and students will be dismissed by grade levels to their vehicle. Once students are in their cars, a staff member will begin to safely dismiss each car lane. At dismissal, buses and daycare vans will be parked in the front circular drive and students will be dismissed from their classrooms when the bus/ daycare has arrived.

Morning Supervision. Administrators, Support staff and Paraprofessionals will be asked to help supervise entry doors and hallways to assist with morning procedures. Teachers will greet students at the classroom doors each morning and supervise students eating breakfast at their desks.

Morning Pledge and Announcements. The bell will ring at 8:00 a.m. Students should already be in their classroom. Teachers will announce the Pledge of Allegiance and announcements in the classrooms.

Water Bottles and Water Fountains. Students are encouraged to bring a water bottle to and from home each school day. Classrooms are equipped with closed water pitchers and 2 bottle filling stations where teachers will help students refill their water bottles throughout the day. Water fountains will not be available and staff will assist students in filling bottles.

Restrooms. Classrooms will have separate times for bathroom breaks and must maintain social distancing as much as possible. Vinyl yellow stars have been placed on the baseboards to help students understand the distance they need to keep while waiting for the restroom. All students/teachers/staff members need to use hand sanitizer/wash hands prior to and after using the restroom.

Cleaning/Sanitizing. All students, teachers, and staff members will use hand sanitizer/wash hands upon entry to school, entering the classroom, and after coughing or sneezing. Students, teachers, and staff members need to use hand sanitizer/wash hands prior to and after eating breakfast, snacks, lunch and using the restroom. Teachers will have disinfectant and hand sanitizer in the classrooms. The custodial staff will deep clean the building every day/night.

Lunch. Noon supervisors and Paraprofessionals will be supervising students during their lunch in the cafeteria. Students will wash hands before and after a meal is served. Students are welcome to bring lunch from home if he or she does not want the meal served here at school. Students will be able to remove face masks while eating and social distancing is practiced.

Kindergarten and 1st Grade: 11:00- 11:30 am

Ms. Morton, 2nd and 3rd Grades: 11:40- 12:10 pm

Mrs. Hayes, 4th and 5th Grades: 12:20- 12:50 pm

PE, Art, Music and Library. Special classes will be held in their room/gym area. As much as possible the physical education teacher will take students outside for class. Students will be able to remove face masks while outside and social distancing is practiced.

Classes Outside. Teachers are encouraged to take classes/ students outside when applicable. If classes go outside, students are still expected to follow classroom rules/expectations. Students will be able to remove face masks while outside and social distancing is practiced.

Family Nights/ Assemblies/ Field Trips. All of these events are suspended/postponed until further notice. This includes, but is not limited to group assemblies, family events, skating night, etc...

Recess. Teachers will take students outside daily. Students are still expected to follow classroom rules/expectations. Assigned areas will only be used by one class at a time. Students will be able to remove face masks while outside and social distancing is practiced.

Lockers. Students will be assigned lockers to use for book bags, coats, etc.

Masks and PPE. Students must wear a mask on the school bus and in the school building. Anyone entering the building must wear a face mask. Students, teachers, and staff members must wear face masks all day. Masks need to be appropriate for the school environment. We ask that students bring an additional mask with them in a ziploc bag in case the mask they wear in the building becomes wet or dirty. Halloween masks and masks with inappropriate images, gaiters, bandanas and/or language will not be permitted. Face shields are not to be worn in place of masks according to current guidelines. Facemasks may be removed briefly for breakfast, snack, or lunch (socially distanced). Teachers and staff members will remind students to keep their masks on during class. Students will be sent to the office for not wearing their masks. In the end, students choosing not to wear a mask could result in disciplinary action. All forms of PPE should be used appropriately and not become a distraction during class.

Student Attendance. Students are expected to attend school everyday. Daily attendance will be taken and entered into skyward. Truancy guidelines will continue to be followed. Parents are reminded to contact the office by 8:00 a.m. when their student(s) will be absent. In an effort to provide the safest learning environment and based on guidance from IDPH the office will be asking parents why the student(s) is absent and what symptoms they may have.

Visitors. Because safety is our top priority, outside visitors will have extremely limited access to District 117 property. Any visitor (parent, family member, delivery driver, salesperson, etc.) will be required to wear a mask and are highly encouraged to make an appointment before entering the building. The office staff will be vigilant in watching for visitors to the building coming up to the security door and do their best to conduct business through the office security door when possible.

Social Distancing. Students will be encouraged to maintain 3 feet within the school day as much as possible.

Hallways. Students are encouraged to walk single-file and not side by side while keeping 3 feet between them and social distancing as much as possible.

Special Services. Individualized Education Programs (IEP's) and 504 plan meetings will occur as scheduled by the case managers and administrators. Meetings will be held both in-person or virtually, depending on the team's need. All IEP meetings will continue to be held in accordance with special education timelines. All appointments and meetings with school staff will be scheduled in advance. Students who have chronic medical conditions will have their individual situation assessed by the school nurse. Health Care Plans, Individual Education Plans, 504 Plans, and any other relevant documentation will be reviewed. Schools will contact the student's parents/guardians as well as the student's physician, if needed. All students will be required to wear a face mask in accordance with the ISBE-IDPH guidelines. Should parents/guardians provide documentation from their child's physician stating that wearing a face mask would pose a significant health risk to the student, the IEP and/or 504 team will meet to consider the recommendation. Adjustments will be made to the student's plan as determined appropriate by the IEP and/or the 504 team.

COVID-19 Symptoms During the School Day. Students or staff members exhibiting a COVID-19 symptom (temperature greater than 100.4, fever, cough, shortness of breath/difficulty breathing, chills, fatigue, muscle/body aches, headache, sore throat, loss of taste or smell, congestion or runny nose, nausea, vomiting, diarrhea) or who test positive for COVID-19 must stay home. Once the school day begins, anyone exhibiting symptoms will be sent to the office/nurse in order to be separated to a safe area for quarantine. All areas used by the sick person will be closed until proper cleaning takes place. The district will work with JSD117 Central Office and Morgan County Health Department to contact trace to determine what individuals had close contact with the ill person.

COVID-19 Positive Cases and Absence from School. IDPH does not recommend daily temperature screenings for students and staff before attending school. They are using symptom-based guidance. A positive case or symptomatic person is required to isolate for a minimum of 10 days after symptom onset and can be released after afebrile (without fever) and feeling well (without fever reducing medication) for at least 72 hours (3 days). If a student is asked to quarantine by the Morgan County Health Department, those days will be considered excused absences. Classwork will be emailed or picked up by families to complete for the absence days.

Please remember this is an ever-changing document based on guidance from the Governor's Office, CDC, IDPH, ISBE and the JSD117 Board of Education. If or when changes/updates are made you will be informed appropriately. Skylert Messenger will be utilized for communication as well as our website, and teacher communication. While our school time together will look slightly different, it will still be packed with lots of learning and fun!

Contact Us. We want to hear from you! Please feel free to contact me with questions, thoughts, or comments at 217-245-4084. You may also check our school website (north.jsd117.org) for updated information and the school district website (jsd117.org) for general school information.

Sincerely,

Bobbie Mills

Bobbie Mills, North Elementary Principal