

# Lake Shore Elementary

## Return to School Building Plan



### Commitment

The Lake Shore Public Schools is dedicated to providing a safe learning environment for all students and staff. This school year will look much different than previous years but we are confident that with your continued support with following protocols, we can provide the best possible learning experience for our students whether they are in the buildings face to face or at home learning remotely. This plan will be adapted and/or changed as needs change or additional safety guidelines are handed down from the state or county. We appreciate your flexibility, patience and trust. Your help with implementing these changes will be critical to its success.

### Upcoming Events

Sept 4 : Parent Portal opens

Sept 8: Group A reports to schools

Sept 9: Group B reports to schools

Sept 10: Group C reports to schools

Sept 11: Group D reports to schools

### Main Office/Visitors and Guests

- Visitors and guests will be limited to essential personnel.
- When possible, phone calls and video meetings will be used for parent meetings.
- Guests will be screened at the door. Use your camera or QR reader to complete the screener.
- Push the call button outside and wait to be buzzed in.
- Masks are required by all students, staff and visitors.

### Arrival

- Students and parents are encouraged to self-assess for Covid-19 related symptoms prior to departing for school.
- Due to State of Michigan requirements, all students, staff and family members must wear a mask when on campus.
- To minimize congregation of groups outside of the building, waiting spots will be marked outside entrance doors.
- Breakfast will be delivered to classrooms for students who ordered it.
- Lockers will not be used during phases 4 or 5. Backpacks with belongings will be brought into the classroom.

# Health and Safety



## Personal Protection Equipment (PPE)

- Face coverings: homemade or disposable masks or gator scarves are required by all staff and students.
- Must remain on unless eating or drinking.
- Disposable masks will be made available to students who need one.
- Medical documentation must be provided through the main office if underlying health conditions prevent a student from wearing a mask.

## Hallways/Bathrooms

- Students will remain on the right side of hallway at all times to limit interaction with other classes.
- Students will use classroom bathrooms one at a time and will follow hand washing protocols.
- Group bathrooms will be used at a limited capacity using 6ft distancing guidelines.
- Bathrooms will be sanitized on a scheduled basis.

## Classroom Protocols

- Students will be taught appropriate safety protocols.
- Classroom safety protocols will be shared with families.
- Students will be expected to do their best to honor social distancing.
- Seating will be spaced out appropriately, facing the the same direction.
- Students will not share materials.
- Lockers will not be used. Students will keep their backpack & materials with them at their desk.

## Snack/Water Bottle

- Students will bring in their own snack and individual (labeled) water bottle.
- Students will not share snacks or Birthday Treats at this time.
- Hand washing and surface disinfection will be scheduled surrounding all eating times.
- Students are encouraged to bring a water bottle to school.
- Touchless water bottle filling stations will be used to refill water bottles.

# Health and Safety



## COVID-19 Information

If students are displaying symptoms of illness, please stay home and notify the school.

## COVID-19 Symptoms

- Temp of 100.4 degrees F or higher when taken by mouth.
- Sore Throat.
- New uncontrolled cough that causes difficulty breathing or increased cough/breathing difficulties for asthmatic/allergy students.
- Diarrhea, vomiting, abdominal pain.
- New onset of headache, body aches especially with a fever.

## Response Plan for COVID-19 Symptoms

- LSPS will follow current guidance from Macomb County Health Department (MCHD) for screening, testing and responding to symptoms and cases of COVID-19.
- In the event a student is feeling ill or displaying symptoms of COVID-19, the student will be evaluated by a medical aide and isolated from other students and staff in a designated sick room.
- Students or staff who test positive for COVID-19 should notify the school. The district will follow guidance protocols from the MCHD regarding return to school after a positive case or exposure.
- Students who need medical attention or mental health support but ARE NOT displaying symptoms of COVID-19 will report the the office (bloody nose, bruise, cut, etc.)

## Attendance

- We understand that attendance is important; however, under these unprecedented times, we encourage families to keep students home if they are displaying symptoms.
- Students will not be penalized for medically documented absences as a result of illness. It is important that you call in your student's absence promptly.
- In the event that students are out of school for extended periods, Schoology and/or SeeSaw should be utilized by the student to continue their learning in each course.
- Schoology is the district's approved Learning Management System and will be used and maintained by all teachers in conjunction with face-to-face instruction.
- Participation at home will be tracked and monitored with flexibility built in to accommodate parent work schedules.

## Physical Education/Recess

- Physical activity will be conducted outdoors as much as possible.
- Masks may be removed if 6ft spacing is maintained.
- Activities will not involve physical contact.

# Health and Safety



## Breakfast/Lunch

- Breakfast and lunch will be served to students while in the building during in-person learning.
- Breakfast and lunch will be held in the classroom.
- Breakfast and lunch will be made available for school aged students on days they are learning from home. A schedule will be shared on the district website.
- Payments must be made online; information will follow from our Food Service Department.

## Social-Emotional/Mental Health Support

- Services and resources will be provided for both in-person and virtual students that supports social and emotional development.
- Lake Shore crisis management plan modified to reflect response to COVID issues.
- Weekly communication will be provided to Lake Shore families with updates regarding all LSPS Covid Committee updates.

# Teaching and Learning



## Option 1

### 100% Virtual Instruction

(Online and elected by families) (All Learning Takes Place Remotely)

- 100% virtual- All learning takes place out of school with a Lake Shore teacher.
- Scheduled, live instruction via Google Meet or Schoology Conferences (synchronous learning)
- Digital lessons that are recorded (asynchronous learning)
- Expectations of office hours and/or two way communication between staff and families.
- Engaging lessons and opportunity to practice, develop and demonstrate learning via virtual and hands on activities.

## Option 2

### Hybrid Instruction

(Face to Face instruction mixed with Virtual Instruction)

- Hybrid Model- Some in-person instruction and some virtual instruction.
- Hybrid: We will begin the year bringing 25% percent of our students into the building daily.
- Students will have an assigned day to report to school.
- If you choose the hybrid option, your child will attend in person instruction one day per week to start.
- The majority of their instruction will be done remotely.

# Teaching and Learning



## Virtual Learning Student Expectations

- Schoology will be the common Learning Management System (LMS) for all students K-5.
- Weekly agendas will be shared weekly with students and families in Schoology in the 1(a) course.
- Course 1(a) in Schoology will be utilized as a communication and agenda tool for all grade levels
- Students in grades K-2 will demonstrate their learning in Seesaw while students in grades 3-5 utilize Schoology.
- Students will be expected to follow LSPS Student Code of Conduct for both online and in person instruction.
- Appropriate behavior in all settings is expected.

## Hybrid Classroom Learning Expectations

- All students will wash their hands upon entering the classroom.
- Students will charge their computers at home *every evening* to be prepared for the next day's learning.
- Students will come to class with all supplies in their backpacks.
- All classroom materials will go home daily.
- Students will maintain social distancing throughout the class.
- Students will provide their own supplies; there will be no shared supplies this year.

# Teaching and Learning



	Option 1: Virtual Instruction	Option 2: Hybrid
Overview	Students will receive instruction from a LSPS teacher and will use Schoology and/or SeeSaw	Students will receive instruction from a LSPS teacher and will use Schoology and/or SeeSaw while attending school for face-to-face instruction during their scheduled time(s)
Staff Contacts	Teacher and staff are available to you during school hours. Responses can be expected within 24 hours during the school week.	Teacher and staff are available to you during school hours through email and/or phone call. Responses can be expected within 24 hours during the school week.
Commitment to Learning Options	Students who select 100% virtual option may choose to move to Hybrid at the change of trimesters.	Students enrolled in hybrid and wish to change to 100% virtual can elect to change at the change of trimesters.
Logging Onto Schoology	All login specifics will be emailed home prior to the start of school	All login specifics will be emailed home prior to the start of school
Attendance	State mandates and guidelines will be followed for student attendance	State mandates and guidelines will be followed for student attendance
Grading	Students will be graded with our traditional grading scale on report cards at each trimester.	Students will be graded with our traditional grading scale on report cards at each trimester.
Extra-Curricular Activities	All extra-curricular activities have been suspended at this time.	All extra-curricular activities have been suspended at this time.
Tech Support	Families can access tech support by emailing helpdesk@lsp.org	Families can access tech support by emailing helpdesk@lsp.org

# Teaching and Learning 100% Virtual Schedule



## 100% Virtual

- Students will have interaction with their teacher daily.
- Weekly agendas will be posted in Schoology (the learning management system)
- Weekly agendas will have assignments, video links to lesson as well as links to meetings with the teacher.
- Considerations and accommodations will be made for parents who work during the day.
- Due dates will for assignments will be posted and will allow for extra time.

\*Schedules will vary by grade level and teacher.

\*\*Sample schedule shared on next slide.



Parents can expect for their child to interact virtually with their teachers every day, Monday through Friday.

Teachers will take attendance, deliver our district curriculum, and students will be expected to submit work and receive feedback and grades.

Daily Schedule		
Social-Emotional/ ELA	30 minutes (9-9:30)	Morning Meeting Social-Emotional (P2) <ul style="list-style-type: none"> <li>• Attendance</li> <li>• Games that Build Community</li> <li>• Calendar</li> <li>• Announcements</li> </ul>
	45 minutes (9:30-10:15)	Interactive Reading/Writing Mini-Lessons <ul style="list-style-type: none"> <li>• Centers/Work Stations</li> </ul>
	1 hour (10:35-11:15)	Independent Reading/Writing <ul style="list-style-type: none"> <li>• Book Club Assignments</li> <li>• Small-group Reading Instruction (rotation)</li> <li>• Reading Intervention</li> </ul>
	15 minutes (11:15-11:30)	Word Study/Phonics Mini-Lesson Using: <ul style="list-style-type: none"> <li>• Independent Practice</li> </ul>
Break	(10:15-10:35)	Break
	1 hour (10:35-11:15)	Independent Reading/Writing <ul style="list-style-type: none"> <li>• Book Club Assignments</li> <li>• Small-group Reading Instruction (rotation)</li> <li>• Reading Intervention</li> </ul>
	15 minutes (11:15-11:30)	Word Study/Phonics Mini-Lesson Using: <ul style="list-style-type: none"> <li>• Independent Practice</li> </ul>
Break	(11:30-12:15)	Lunch
Math	25 minutes (12:15-12:40)	Math Mini-Lesson <ul style="list-style-type: none"> <li>• Whole Group Lesson Introduction</li> </ul>
	50 minutes (12:40-1:30)	Math Office Hours (Intervention)  Fact Practice <ul style="list-style-type: none"> <li>• Independent work</li> <li>• Small group instruction</li> </ul>
Specials	(1:30-2:10)	PE Music, Art, STEAM
Break	(2:10-2:30)	Recess
Science/Social Studies	(2:30-3:15)	Project-Based Learning
Social-Emotional	(3:15-3:30)	Optional End of Day Check In Social-Emotional (SEL)



\*Schedules will vary by grade level and teacher.