

## FAQs Taylor County Schools

Disclaimer: As we prepare for the opening of 2020-2021 school year, we are faced with changing metrics and requirements daily. At the time this document was being prepared over several weeks, new guidance may have been shared that would have changed the responses. This document is organized into categories to provide quick access and readability. Questions do not represent each one asked but are condensed if the same questions was asked by multiple parents, staff and community members or were repeats under the same categories.

If uncertainty still exists, please reach out to the Taylor County Board of Education offices so we can continue to support you and your family. We can be reached at 304-265-2497.

Last updated 8/8/2020

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# TAYLOR COUNTY SCHOOLS

## Back to School Plan

**2020  
2021**

The tier will be selected based on the current status of the pandemic.

All Taylor County Schools will begin 30 minutes later and dismiss 30 minutes earlier than last year.

### Daily Practices

Temperature Checks

Buses Sanitized After Every Trip

No Bus Transfers

#### Tier 1 - Traditional Schedule

- Five Days a Week
- Masks Determined by Current Status
- Visitors Permitted
- Parent/Guardian Meetings May Occur in Person
- Daily Cleaning and Disinfecting

#### Tier 2 - Modified Traditional Schedule

- Five Days a Week
- Masks Required if Social Distancing Cannot Occur
- No Visitors Beyond Foyer
- Parent/Guardian Meetings Occur Virtually
- Daily Cleaning and Disinfecting
- Deep Cleaning on Saturdays

#### Tier 3 - Alternating Days Schedule

- Masks Required if Social Distancing Cannot Occur
- Reduced Class Sizes
- No Visitors Beyond Foyer
- Parent/Guardian Meetings Occur Virtually
- Daily Cleaning and Disinfecting
- Deep Cleaning on Wednesdays and Saturdays

| Monday                         | Tuesday                        | Wednesday                 | Thursday                       | Friday                         |
|--------------------------------|--------------------------------|---------------------------|--------------------------------|--------------------------------|
| In School Instruction<br>A - L | In School Instruction<br>A - L | At Home Learning<br>A - Z | In School Instruction<br>M - Z | In School Instruction<br>M - Z |
| At Home Learning<br>M - Z      | At Home Learning<br>M - Z      | Teacher Planning          | At Home Learning<br>A - L      | At Home Learning<br>A - L      |

#### Tier 4 - Remote Learning

- No In School Instruction
- Student Participation Required Daily
- Assignments with Due Dates
- Mastery Grading Will Occur
- Teacher Availability Set with Office Hours
- Students Must Login Each School Day

**Staggered Re-Entry**

|                        |  |
|------------------------|--|
| Tuesday, September 8   | Grades 2, 4, 6, 8, 10 and 12 with last names A-L report for in-classroom instruction           |
| Wednesday, September 9 | Grades 2, 4, 6, 8, 10 and 12 with last names M-Z report for in-classroom instruction.          |
| Thursday, September 10 | Grades 1, 3, 5, 7, 9, and 11 with last names A-L report for in-classroom instruction.          |
| Friday, September 11   | Grades 1, 3, 5, 7, 9, and 11 with last names M-Z report for in-classroom instruction.          |
| Monday, September 14   | Pre-K and Kindergarten with last names A-L and all grades report for in-classroom instruction. |
| Tuesday, September 15  | Pre-K and Kindergarten with last names M-Z and all grades report for in-classroom instruction. |

## Orientations/Transitions

Due to the closeout of school year 2019-2020, many students were not afforded the opportunity to participate in an annual move up day. The current situation also will not permit an in person orientation for those students moving from 4<sup>th</sup> – 5<sup>th</sup> grade or from 8<sup>th</sup> to 9<sup>th</sup> grade. These transitions are important to set the stage for changing expectations as students move not only from one grade level to the next but moving from one set of rules and expected behaviors in a new building. This page addresses those questions, however, each school will be handling this in the manner they see will best meet families and student's needs.

1. Will parents be able to have a grade level virtual parent night with school administration and teachers prior to school starting?

Individual schools are charged with making plans on how they will orient and transition new students to their buildings and grade levels. It is not possible at this time to conduct those as in person events. The individual schools will provide information regarding how they will handle student schedules and visits necessary for a successful transition.

## Building Entry

The Taylor County Board of Education's Task Force had a subcommittee chaired by Shawn Thorne, Threat Preparedness Director of the Grafton-Taylor County Health Department. This committee was charged with the task of putting together protocols for safe re-entry for staff, students, and visitors if appropriate. Questions that follow fall under this category.

1. Are the students having their temperatures checked before getting on the buses or entering school?

Students will have temperature checks when they arrive at school. This is the expectation for all staff members as well. The temperature checks will be conducted daily. As long as a student or staff member does not record a temperature of 100.4 or above, they will be deemed safe to continue to participate in daily instructional activities.

2. Will there be plenty of thermometers at all schools and other locations necessary to check staff temperatures daily?

Yes, we initially ordered fifteen and have now secured thirty more so each school would have seven to account for more than one entrance, (GHS, parent drop off), as well as multiple busses arriving at a school at one time and offering assistance to quickly unload and move students to first period or their assigned classroom.

3. What other precautions are in place for daily entry into buildings?

Administrative staff at each building along with their leadership teams have put together one entrance and exit set-ups for use each day. Along with the temperature checks, classroom teachers will be instructing and doing daily symptom checks as pointed out in the WVDE and Taylor County Safe-Re-

entry toolkit. We have been provided posters to place in each classroom and various hallway spots to remind students and teachers of what to look for with regards to symptoms related to COVID-19. Further guidance on what to do with students or staff that present with symptoms or fever are being developed and will be shared as they become available.

4. Will all staff and all students be required to have a COVID test prior to the start of school this year?

At this time, we are not planning or testing all staff or students prior to the start of the school year. If staff or students feel they may have symptoms of COVID, they should seek medical advice from their primary care provider or seek testing from the Grafton-Taylor Health Department.

5. Are the required vaccinations still going to be required for those grade levels impacted by WV Code?

Yes, all required vaccinations must be up to date to gain entrance to school for the 2020-2021 school year.

## Classroom Protocols

1. Will students be expected to wear masks all day?

Yes, students will be expected to wear masks anytime six feet of distancing cannot be accomplished. Students will be expected to wear masks during bus transportation as well. We are currently looking at barriers for desks for elementary students to assist in times masks would not be necessary. We also have purchased youth size face shields for students that are needed for various reasons including but not limited to students with disabilities, speech students and others that may not be able to wear a mask for medical reasons. Teachers will be given this option as well. Bus drivers will be wearing a shield and or mask while transporting students.

2. Will students be changing classes?

High school students will be changing classes and expected to have masks on while doing so and in class when social distancing cannot be accomplished. Our hope is by having half of the student population on in person days, this will allow for social distancing not requiring students to wear masks all day. We will be minimizing class changes for grades K-6 as much as possible, asking that teachers move and not students.

3. Will specialists be coming into classrooms or will students travel to their rooms?

We are working on this protocol currently. It would certainly be easier for a teacher to move instead of an entire classroom, however, teachers are concerned about the spreading of germs to multiple classrooms. If all safe hygiene practices are in place and masks/shields are worn, the spread of germs would be lessened.

4. Teachers who work in more than one building what will that look like weekly?

Schedules should be made to lessen the necessary daily travel between schools. All protocols should be in place for teachers just as we have for students. Temperature checks upon entry and going through the symptom checks is required for all teachers working in more than one building.

5. Who will be doing the symptom checks daily?

Classroom teachers will be doing symptom checks daily. If they have a suspicion of a child presenting with a symptom, school nurses will be called to assist in determining if a student should remain or go home. There are

programmatic level symptom checks and posters for each classroom and school common areas being provided by the West Virginia Department of Education.

6. Tier 3 shows students attending face to face by last name, we have siblings in our home with different last names, can they attend the same day together?

We will accommodate those families with multiple students sharing homes but with different last names. Please reach out to your child's school to let them know children's names and grade levels so they can prepare accordingly.

7. What other measures are in place to safeguard students when they are in the buildings?

Administrators and custodians are developing daily cleaning protocols and schedules to ensure bathrooms and high touch areas are receiving multiple opportunities for cleaning and disinfecting throughout the day. Additional cleaning will occur in the evenings and if in Tier 3 on Wednesdays when only staff is expected to report to the building. Saturday cleanings are mentioned in Tier 3 and are dependent on having the available staff to accomplish.

Teachers will be instructing students and reminding them to practice good hand washing hygiene, keeping fingers and hands away from nose, mouth and eyes, as well as assisting with no materials being shared and proper distancing.

## Food Service

1. How is food being served to students?

Menus will be a little different this year as we are not permitted to have student's self-serve. This eliminates salad bars and the share tables that began last school year. In our elementary schools where possible students will be seated and trays and milk delivered to them and or two spaces for eating will be set up to promote proper distancing. Cold and hot lunch will be seated together so we can keep pods/classrooms of students together and eliminate possible cross contamination as much as possible. The middle school will have four separate lunches to promote distancing and students moving through the line without unnecessary congregating. The high school will offer two lines with one using trays and the other utilizing carry out. No matter what method is used to serve students, seating charts will be utilized and maintained in case of a student or staff member being positive with COVID.

2. Are schedules changing to allow for less students to be served at once?

Schedules are being adjusted as a requirement is no more than 50% of student be served at once. In some schools multiple rooms will be used to accomplish this number.

3. Will our students who choose to be schooled virtually receive food?

Students who are enrolled in virtual school are still considered Taylor County School students. There will be an option available for students who attend virtually as we are required to serve them as if they were in our buildings.

4. If we go remote, will we still receive food for our children?

Food service will continue if and when the Governor orders Taylor County Schools or a school to switch to remote learning.

5. What safety measures are in place for food service staff?

Food service staff will be wearing gloves and masks in preparation and serving of food to our staff and students. They will also have sneeze guards in place along the food serving lines. They will continue to practice hygiene

requirements for safely handling of food and daily clean up. All tables and areas students choose to eat will be cleaned and sanitized between lunch periods.

## **Masks/Safety Measures**

1. Will students be required to wear masks?

Yes, students and staff will be required to wear masks when distancing cannot be in place. This includes transportation, food serving lines, restroom breaks, moving outside of the assigned classroom space, and changing classes.

2. Will masks be provided?

Yes, masks will be provided. We were given 2900 cloth masks from Hanes which can be washed five times before losing their integrity and we have enough disposable masks ordered to cover each day of the first semester.

3. Will face shields be provided and can they be used in the place of masks?

Yes, face shields can replace the use of masks although they do not provide the same type of barrier as masks. We have ordered a supply to cover all students who receive speech services as well as others that for medical reasons may not be able to wear a mask and an additional allotment for use when necessary.

4. When will temperatures be taken of staff and students?

Temperatures will be taken on arrival daily of both staff and students.

5. What additional measures are in place for cleaning in between students having lunch?

Food service staff and custodians as well as building level administrators are developing schedules to make sure tables and all surfaces that would be touched by students or staff are cleaned in between each grade level or group of students reporting for lunch. All breakfast will be served as Grab n Go and consumed in the classroom once students arrive and have their temperature taken. Trash will be removed in a timely fashion after all meal service.

6. Will custodians be cleaning and disinfecting throughout the day?

Administrators and custodial staff are developing daily schedules to make sure all high touch areas as well as restrooms are cleaned throughout the day. All cleaning solutions meet guidelines for safe use in school buildings.

7. How will students be permitted to go to the restroom?

Administrators and teachers will need to work out a schedule for restroom breaks for younger students allowing for necessary cleaning between groups of students. In case of a student needing to go in between scheduled breaks, teachers, administrators and custodians will need to work out an arrangement to have them cleaned/disinfected.

8. Will water fountains be turned off or on and if off how will students get water throughout the day?

Water fountain bubblers will be turned off and water fountains covered so students do not try and use. Water bottle filling stations are being secured to replace water fountains and students can fill those at these stations. Custodians will be watchful and aware for necessary cleaning to maintain a safe filling experience.

9. Will custodians be performing extra cleaning throughout the day in restrooms and high touch areas such as doorknobs, push bars, handrails and other areas students and staff tend to touch throughout the day?



Administrators and custodians are aware of all required protocols as shared in the WVDE Safe Re-entry Toolkit. They are working on schedules to make sure all high touch surfaces, restrooms, and food service areas are appropriately cleaned and sanitized between use and at the end of each day.

10. Ventilation systems, they are a concern, can you talk about how often filters are changed and if air exchange will be different this school year?

The filters in our HVAC systems are changed monthly by our maintenance staff. All duct work was cleaned last school year by Panhandle Cleaning and Restoration. Typically, it is cleaned every five to ten years. Changing the exchange rate of fresh outside air can be accomplished and will increase the temperatures in classrooms. Systems are designed to cool the air from the outside and increasing this exchange will warm the temperatures slightly.

11. Is there a waiver parents and staff will be expected to sign about COVID-19?

The state of West Virginia does not have a waiver or expected to have one for the upcoming school year. This was started in Missouri when issues of liability were raised by school officials. It would be very difficult to determine that a school building or person within the building got the virus in that particular building or on the buss.

12. How will substitutes be handled?

We currently have asked principals to reach out to substitutes to see if they will continue in that capacity this school year. Those who do say yes are going to be asked to try and serve one school throughout this time period if possible. If not, they will be subject to the same protocols all staff and students are expected to follow. This includes temperature and symptom check daily. We do not have an abundance of substitute personnel for our staff and will have to be very creative in addressing those needs.

**Protocols for positive test of student/staff – This section still under development as we wait for the map and metrics to assist in making decisions about students/staff being present in our buildings. We will ask our local health authorities to assist in answering these questions. The guidance we have received from the WVDE is as follows.**

- › Establish a dedicated space for symptomatic individuals that will not be used for other purposes.
- › Immediately isolate symptomatic individuals to the designated area at the school and send them home to isolate.
- › Ensure symptomatic students are isolated for a short period of time, in a non-threatening manner and under the visual supervision of a staff member who is at least six feet away wearing appropriate PPE.
- › Require the symptomatic person to wear a cloth face covering or a surgical mask while waiting to leave the facility when age and health appropriate.
- › Require school nurses or delegated school staff who provide direct patient care to wear appropriate protective gear and perform appropriate hand hygiene.
- › Once a symptomatic person is removed from the school, implement cleaning and disinfecting procedure following CDC guidelines.
- › Have a plan for how to transport an ill student or staff member home or to medical care.
- › Adhere to the following process for allowing a student or staff member to return to school:



- If a person has had a negative COVID-19 test, they can return to school once there is no fever (without the use of fever reducing medicines) and they have felt well for 24 hours.
- If a person is diagnosed with COVID-19 by a medical professional based on a test or symptoms or does not seek medical attention and has symptoms, he or she should not be at school and should stay at home until he or she (or a family member if younger child) can answer YES to the following questions:
  - » Has it been at least 10 days since the individual first had symptoms?
  - » Has it been at least three days since the individual had a fever (without using fever reducing medicine)?
  - » Has it been at least three days since the individual's symptoms have improved, including cough and shortness of breath?
- › Notify local health authorities of confirmed COVID-19 cases among children and staff.
- › Ensure that if a person with COVID-19 was in the school setting while infectious, school administrators coordinate with local health officials to notify staff and families immediately while maintaining confidentiality in accordance with FERPA and all other state and federal laws.

1. What is the protocol for isolation and quarantine? If a student in my child's class test positive for COVID-19, who then has to stay home for 14 days?
2. Will students who are sent home with symptoms such as fever, cough, etc., be required to be tested before returning to school?
3. What are the quarantine guidelines for exposure?
4. If a child had symptoms and is made to quarantine for 14 days is that counted against them in their total days allowed to miss for that school year?

## Special Education

1. Will special education students receive all their services as outlined in their IEP?

If the student is in the building then yes. Some services may need to be adjusted due to the school day being 1 hour shorter. If the student goes to virtual school, an IEP meeting will be held to discuss how services will be delivered since student will be at home.

2. My child is medically fragile in addition to receiving services through special education, what protocols are in place for my child?

All staff and schools will follow the county guidelines for cleaning and disinfecting. Staff will be wearing face protection as well as students when not in their core group. Student movement will be as limited as possible to allow for minimal exposure. For students who need diapering and bathroom assistance, gloves, gowns and other PPE will be on the staff. Surfaces will be cleaned frequently throughout the day, focusing on high touch areas. Classroom layouts will be adjusted to help promote social distancing.

3. How will IEP, 505 and SAT meetings be held this school year?

At this time and contingent upon what tier we are in, all meetings will be held virtually using Microsoft TEAMS or via phone conference. If an in person meeting is needed, please contact the school and we will do our best to accommodate that. Safety is priority. Please note we want to promote social distancing and limit in and out exposures. The TEAMS platform will allow for video calls or phone conferencing.

4. If I choose to homeschool my child will they still receive their services on their current IEP?

No. WVDE Policy states that FAPE does not apply when a student is withdrawn from public education to enter homeschool-the student will lose all services within special education.

5. If I choose virtual school for my child on an IEP what services will be provided?

An IEP team meeting will be held to help determine how services will be delivered and what those services will look like. Delivery method and times may change since the student will not be physically in the building. Depending on the ability of the child, we have some virtual program options that are suitable for special education. These programs allow for modifications and accommodations. Example--if your child receives pull out math services, then they would only receive math course from special ed program, all other material would be through the county virtual options.

6. How will speech services be handled for this school year?

We are looking into providing tele therapy. (This is new to us and not something that a school system typically provides, but we will be attempting to do it). We will also share activities and resources as well as provide indirect check ins for related services like this past spring. This decision will be determined by the IEP team to determine what is appropriate for the student. Service delivery method and times may be different especially if student is not physically at school. Stable internet would also be required at home for tele therapy.

7. How will physical therapy and occupational therapy services be handled this year?

We are looking into providing tele therapy. (This is new and not something that a school system typically provides, but we will be attempting to do it) we will also share activities and resources, provide indirect check ins for related services like this past spring. This decision will be determined by the IEP team to determine what is appropriate for the student. Service delivery method and times may be different especially if student is not physically at school. Stable internet would also be required at home for tele therapy

## Transportation

1. Is there a concern for social distancing on busses? How will students be expected to ride the bus?

Yes, there is a concern because we do not have enough drivers or busses to enforce social distancing. However, we will have in place protocols requiring siblings to sit together and those getting on at the same stop to sit together when possible. Further our drivers will be maintaining a seating chart and all students will be expected to sit in their assigned seats to and from school daily.

2. What requirements does the state provide for transportation? Please see below.

- › Require bus drivers to wear face coverings/shields any time children are entering or exiting the bus.
- › Clean and disinfect frequently touched surfaces in the vehicle (e.g., surfaces in the driver's cockpit, hard seats, arm rests, door handles, seat belt buckles, light and air controls, doors and windows, and grab handles) before all routes.
- › Fully clean and disinfect transportation vehicles regularly and/or as needed. Children must not be present when a vehicle is being cleaned.
- › Develop procedures for the proper disposal and/or laundering of cleaning supplies after use.
- › Keep doors and windows open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.

- › Clean, sanitize and disinfect equipment including items such as car seats, wheelchairs, walkers and adaptive equipment being transported to schools.
- › Ensure safe and correct use and storage of cleaning and disinfectant products, including storing products securely away from children and providing adequate ventilation when staff use such products.
- › Provide hand sanitizer (with at least 60% alcohol) to support healthy hygiene behaviors on all school transportation vehicles for safe use by staff and older children.
  - Hand sanitizer should only remain in school vehicles while they are in use as heat and direct sunlight can degrade its effectiveness.
  - Systematically and frequently check and refill hand sanitizers.
- › Require teachers and students to view Safe Bus Loading and Unloading Procedures video to address best practices related to transportation safety.
- › Develop seating arrangements and protocols to limit the number of students to no more than two per seat. Face coverings are recommended. The school county may provide face coverings for students if they do not have one.

3. Can I transport my children to school? If so what time, do I need to arrive in the morning and pick them up in the afternoon?

Parents may transport and need to check with their child's school to determine drop off and pick up times and where they are to take place.

4. Are school bus stops changing this year?

Pick up and drop off times are changing but stops remain the same. If your child has not ridden the bus before you can check with our transportation department to check on which bus and what time pick up and drop off times will occur.

5. What protocols are in place for bussing?

Taylor County schools will be following the required guidelines as outlined the WVDEs Re-entry toolkit.

6. Is the video available for parents, staff and students to view from the WVDE?

The video showing bus expectations and protocols can be viewed at the following url:

<https://www.youtube.com/watch?v=Nj4G4jPj7xA&feature=youtu.be>

## Virtual Schools

1. What options are there for virtual school?

The options for virtual school are: K-5 provided by a Taylor County teacher and grades 6-12 provided through the West Virginia Virtual School.

2. If virtual school is chosen, are students able to return to brick and mortar school if they are dissatisfied?

Students and their families will have until September 14<sup>th</sup> to decide if they want to continue in the virtual option they chose for their student.

3. Who will the students point of contact be for virtual school?

If a student is participating grades K-5 it will be their assigned teacher. In WV Virtual School all communication is through the students k12 email account with some phone contact between the student and teacher. Exams will be proctored at the end of the semester as it is our understanding unit tests have been turned off for this school year. The proctoring can take place via TEAMS and will be set up by someone at your child's schools or within one of our county schools.

4. If the county is on Tier 2 is virtual school still an option?

Virtual school is always an option for our students.

5. When students return from virtual school what classroom will they be assigned to?

When students return from virtual school they will attend the school they are enrolled in and go back to the original teacher assigned at the beginning of the year as if they had always been present.

6. Who will provide the instruction for grades K-5 virtually? Are they expected to be on the computer for 6 hours a day?

A Taylor County teacher will be assigned to teach students in grade K-5. They will set up how they will instruct and work with students assigned to them. Students will not be expected to be online for 6 hours a day, but will be expected to interact at times as assigned by the classroom teacher. The classroom teacher will work during regular school hours.

7. Who will provide virtual instruction for grades 6-12? Does it require my child to be on the computer all day? Students in grades 6-12 will be instructed by a teacher hired by West Virginia Virtual School. It will not necessarily be a WV teacher. This teacher will send a calendar of expected times to contact them or set up contact days and times with the student participating in WV Virtual School. The amount of time a student will need to be on the computer is dependent on the courses they are taking and the demands of that teachers. Taylor County Schools does not control the amount of work or when assignments are due. Students are expected to stay on pace to complete work in intervals as set out by the virtual teacher and shared once the student begins. WV Virtual school is very rigorous and students must be self-motivated to be successful.
8. How will students register for virtual school?

Registration for virtual school will begin on Wednesday, August 12, 2020 and continue through Wednesday, August 19, 2020. Students can register online or by phone. A message will be posted and School Messenger used to relay this information to all families.

9. Grades K-5 will be provided by a local teacher, will it have actual instruction, with log in times and a teacher they can SEE, or will it still be like the upper grades' virtual school with no actual log in times or instruction, but more guided lessons the kids and parents work though on their own?

Grades K-5 virtual instruction times and expected completion of activities is up to the teacher assigned to that grade level.

10. Does the state's virtual curriculum track with what's going on in the local classroom, would I be able to seamlessly put him back to in-person school?

I do not know if it tracks along with our curriculum being delivered daily in the classroom. If you choose to put him back in at the semester we can certainly find out what has been mastered and if gaps exist work on catching him up while continuing to work on grade level standards.

11. What does state-provided virtual ed look like? Will he have to be staring at a computer from 8-3 every day? Is it interactive? Can he ask questions or get help virtually from a teacher? How are his benchmarks measured – a computer exam, a paper exam in the mail?

State provided virtual school does not have a teacher that is teaching lessons live to students. It is independent learning on a rigorous schedule that requires a great deal of self-motivation. The student will not be staring at a computer screen or teacher from 8-3 every day. Questions can be forwarded to the teacher via email or the method the teacher shares when classes begin. Unit exams will not be given through WV Virtual School only semester exams and they will be proctored via TEAMS.