



ZION LIONS
BELLEVILLE

Plan for Reopening ZLS

2020-2021

Zion Lutheran School is moving forward into the 2020-2021 school year in faith, trusting in God's guidance, and seeking His will to best serve our students and families. We have been leaning on the words of Proverbs 16:13 which say, *"Commit to the Lord whatever you do, and HE will establish your plans."*

Returning to school involves moving forward in faith and acknowledging that there is some risk as soon as we leave the safety of our homes. No place of business, worship, or education can guarantee 100% protection from COVID19, but we can all do our part to minimize those risks and the spread of the virus.

Our "Reopening Plan" is separated into the following categories:

- Instruction & Learning
- Health & Wellness
- Operations

Please keep in mind as you see plans from other schools and districts that the size of our elementary school population and the fact that we are a nonpublic school set us apart in some areas from our local public schools and districts. All school plans are subject to change if the situation in our area changes.

The goals of ZLS planning are to provide:

- An environment that promotes the health, safety, and well-being of our students and staff
- The highest quality academic instruction for student academic growth and development
- Care and support to students and families that witness the love and joy of Jesus Christ

On the following pages you will find the plans we have in place, but adjustments are needed from time to time. We will continue to observe and review current plans, and we will inform you of any changes.

We are trying our best to be and stay informed. It seems that the circumstances of our world are ever-changing, creating big challenges for us as we plan and adapt, but we serve a God who is "...the same yesterday, today, and forever," who is holding the whole world in His capable hands. We will continue to research, innovate, and adjust in order to provide the best care and service for our students, families, and staff during this school year.

In His Service,
Mrs. Ananda Baron, principal

Overview of ISBE Guidelines

- The Illinois State Board of Education (ISBE) strongly encourages in-person instruction with accommodations for the COVID pandemic.
 - Appropriate social distancing as much as possible
 - Face coverings (*IDPH ruled face shields to be “ineffective” on April 30th, so face masks are required*)
 - Enhanced sanitation measures
- ISBE states that all public and nonpublic schools serving preschool through 12th grade students must follow these guidelines
- Schools should prepare for a return to remote instruction in the event of a resurgence of the virus or a second wave of it in the fall

[ISBE Guidelines](#)

[Executive Order 2020-40](#) filed on June 4, 2020 allowed schools to reopen for in-person instruction in Phase 3

[ISBE Appropriate Use of Face Shields](#) released June 30, 2020

[ISBE School Reopening Toolkit](#) (*Word Document to download from IBSE*)

ZLS Plans by Phase

Phase 4 Illinois Department of Public Health Guidelines -

Require the use of appropriate personal protective equipment (PPE), including face coverings

- Prohibit more than 50 individuals from gathering in one space
- Require social distancing be observed as much as possible
- Require that schools conduct symptom screenings and temperature checks or that individuals self-certify, or parent-certify, that they are symptom-free before entering school buildings
- Require an increase in school-wide cleaning and disinfection

- In-person instruction with Remote Learning option
 - ZLS will provide full 5-day, full day in-person instruction for PK-8th grade
 - Early Pick up time of 1:30 is optional
 - Enrollment in Remote Learning is optional one quarter at a time
 - Teachers on campus from 7:30-3:30

Phase 3 Illinois Department of Public Health Guidelines

- Require the use of appropriate personal protective equipment (PPE), including face coverings
- Prohibit more than 10 individuals from gathering in one space

- Blended Learning (2 days of in-person instruction, 3 days of remote-learning, with full-time Remote Learning Option)
 - Mondays will be remote learning days for all students and planning/work days for teachers
 - Student groups will alternate days of in-person and remote learning
 - Student groups (A & B) will be organized by days (family members will attend on the same day)
 - Teachers on campus from 7:30-3:30

Phase 2 Illinois Department of Health Guidelines

- School is closed

- Full-time Remote Learning for all Zion students
 - Teachers will be on campus from 8:00am-12:00pm
 - ZLS will coordinate childcare/remote learning facilitator for students of employees

Remote Learning Snapshot

During Phases 4 and 5

Fall 2020 Expectations vs. Spring 2020 Expectations
as guided by the ISBE

Spring 2020 Remote Learning	Fall of 2020 Remote Learning
Limited length of time directed by the ISBE	<p>Provide instruction to students through resources created by teachers and staff online</p> <p>Daily check-in system with the school</p> <p>Requires a minimum of 5 clock hours of each day of the school calendar, both in-person and remote, with combined direct instruction and independent learning</p>
Grades should do no academic harm to students	<p>Resume ZLS standard grading system</p> <p>All assessments (homework and tests) are comparable to students who attend school in person.</p> <p>Due dates may have flexibility</p> <p>Students are required to accomplish daily work</p>
Limited teacher interaction	Required teacher interaction via video and live chat/classroom participation
Limited requirements on parental involvement	Required expectations of parental involvement
Flex Schedule	Weekly schedules with expected online daily attendance
Directed by ISBE and Governor’s office	Parent and student choice (in Phase 4) in conjunction with guidelines established by the ISBE

INSTRUCTION & LEARNING

as of 8-28-20 & subject to change if recommendations and requirements change

Daily Schedule

- The school day will begin at 8:15 and end at 3:00 for K-8th grade students
- The school day will begin at 8:15 and end at 3:00 for preschool students
- *Early Pick Up Option*
 - We are constructing classroom schedules so that all core subject instruction occurs before 1:30
 - This gives parents the option to pick up their child(ren) at EITHER 1:30 or at 3:05
 - Students picked up at 1:30
 - K-4 will miss activities such as, recess, enrichment, individual or small group work with the teacher, or specials classes (library, music, technology, art, or PE) depending on the day
 - 5-8 will miss band and/or choir, study hall, and other enrichment activities
 - can expect to have school work to be completed at home as 1:30-3:00 will include time at school for students to complete school work. This time is accounted for within our 5 hours of instruction mandated by ISBE.
 - Parents could choose on a daily basis whether they will pick up at 1:30 or at 3:05 once you have a more detailed schedule from the classroom teacher

First weeks of school will focus on:

- Building student-teacher and teacher-parent relationships and communication
- Training for all K-8 students on using devices in the event that Blended Learning or Remote Learning plans are initiated
- Familiarize students with new processes and procedures on campus to keep everyone safe and healthy
- Aimsweb assessments to inform curriculum and instruction for grade levels and individual students as needed

Specials Classes (*music, library, PE, computers, art*)

Technology Class

- Mrs. Mueller will travel from classroom to classroom for technology instruction in grades K-8
- Students in Kindergarten and 1st grade will use Chromebooks from a cart
 - Chromebooks will be disinfected between groups using the Chromebook cart
- Students in grades 2-8 will be issued Chromebooks for individual use during technology time & to complete daily classwork

Music Education

PK-4th grade music education

- Mrs. Pittman will travel from classroom to classroom for music education
 - Masks must be worn during music instruction
 - Outdoor instruction will be utilized as much as possible , weather permitting; students may remove masks if more than 6 feet apart outdoors
 - Remote learning options will also be provided
- Materials
 - Will not be shared during music instruction
 - Will be disinfected before using in another classroom
- 3rd & 4th grade recorders

- Mrs. Pittman will create opportunities for 3rd and 4th grade students to practice their recorders at home 😊
- They can choose to record their performances and share them with Mrs. Pittman (not required)

Beginning Band (4th grade)

- Small group lessons & instruction
 - Pull out from core classes
 - 10 feet social distance maintained
 - Masks worn when not playing instruments
 - Stands and chairs disinfected between lessons
- Mrs. Pittman is working on a plan to help students determine what instruments they would like to play

Advanced Band (elective for 5th-8th grade)

- Small group lessons & instruction (*see details above*)
- Large group (<25 people) rehearsal outdoors
 - Tuesdays and Wednesdays, 1:30-2:15

Choirs

- Elementary choirs are postponed for the time being
- Advanced Choir and Won by One (*elective for 5th-8th graders*)
 - Small group rehearsals
 - Thursdays and Fridays, 1:45-2:15
 - Scheduled with advanced notice once participation is determined

Art

- Volunteer art teacher will travel from classroom to classroom
- Materials
 - Will not be shared between students
 - Will be disinfected between classes

Physical Education

- PE times
- Students will attend PE classes outdoors or in the gym
- Social distance activities will be incorporated into PE classes
- Masks
 - Worn when PE classes are indoors - less strenuous, low-impact activities
 - Not worn when PE classes are outside AND social distance is maintained

Library

As the library surfaces (carpets, books, etc.) are difficult to sanitize, the focus will be on bringing the library to students in their classrooms.

PK-Grade 1

- Mrs. Papka will come to the classroom with book cart
- Students can check out books from the cart
- Story time (if time permits)
- Teachers may take a break during their library time

Grades 2 - 8

- Mrs. Papka will come to the classroom with book cart
- Students can check out books from the cart
- Teachers may take a break during their library time
- Use online library catalog (link on each ZLS Chromebook) to search for and “hold” books for themselves
- Explore ebook collection using library app

Returning Books

- Library books may be returned by using the Book Drop by the school office
- Mrs. Papka will collect books from classroom book drop carts
- A volunteer will be used for checking books into the library and restocking books released from quarantine. The volunteer must be checked in at the school office through the proper screening process and wear a mask going to and coming from the library.

Cleaning and Disinfecting

- Mrs. Papka will disinfect the cart between classes & remove handled books
- Mrs. Papka will wash hands, reload the cart with new books and hold items, and go to the next class.
- Study carrels in the library will be used to isolate/quarantine any returned or handled books. Those books must have at least a three day quarantine period before they can be reshelfed or recirculated.
- Books collected from the Book Drop & classrooms carts will be handled with gloves and collected in a designated book bin that will be disinfected frequently

Extra-curricular activities

- Cross Country
 - offered to boys and girls 4th-8th grade
 - dual meets only
 - staggered starts to keep students distanced at the start of a race
 - masks worn by spectators when unable to socially distance themselves
- Baseball
 - offered to boys (and girls as there is no softball option) in 5th-8th grade
 - masks worn and social distance while in the dugout
 - masks worn by spectators when unable to socially distance themselves

Blended Learning Plans (*see Remote Learning Handbook for details on learning from home*)

- Being developed to accommodate students with extended, health-related absences
- Allow students to participate in in-person instruction when able and remote learning when in-person instruction is not available
- Could be used in a regression back to Phase 3 in the “Restore Illinois” plan IF we have to decrease on-campus attendance

Remote Learning Plans (*see Remote Learning Handbook for details on learning from home*)

- Offered on a quarterly basis to all families. Families may elect for their students to remote learn.
- Could be used in a regression back to Phase 1 or 2 in the “Restore Illinois” plan IF school is mandated to close
- Will include additional time of instruction and activity and daily attendance, as required by the ISBE

Traditional **grading** will resume with adaptations to late work policy

Speech services will resume on campus

- We are negotiating with a new therapy company who will provide services on our campus since our

previous company would not provide in-person speech therapy to us this year.

HEALTH & WELLNESS

as of 8-28-20 & subject to change if recommendations and requirements change

Face Masks

- As of June 30th, ISBE and IDPH require all students to wear face masks while inside the school building unless medical documentation is provided to the school office.

Symptoms Screening

- Regular screening for symptoms and ongoing self-monitoring throughout the school day can help to quickly identify signs of illness and help reduce exposure. Staff and students will be encouraged to self-monitor symptoms throughout the day. Staff or students who develop symptoms during the school day must notify the school office.
- Temperature
 - Upon entering the building, every person will have his/her temperature taken by a Zion staff member using a non-contact, infrared thermometer
 - Individuals who have a confirmed temperature greater than 100.4 degrees Fahrenheit/38 degrees Celsius or currently known symptoms of COVID-19, such as fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea, will be isolated from other students and sent home.

Social Distancing

- Students and staff are to attempt to maintain social distancing as much as possible
- Classrooms will be organized to space students apart to the greatest extent possible
- In middle school and junior high classes, teachers will rotate to the classrooms to limit hallway traffic during passing periods
- The newly air conditioned cafeteria will only serve 33 students at a time with 3 students at each 12 foot table (6 feet apart)
- Students will attend chapel in smaller grade groups (K-2, preschool, 3-5 and 6-8). Students will be seated 6 feet apart and classes will be spaced at least 15 feet from one another.

Hand Washing/Sanitizing

- Frequent hand washing will be encouraged and even scheduled for students and staff
- Hand sanitizer will be provided for every classroom and in other locations throughout the building

Drinking Fountains

- Drinking fountains in the school and church buildings are being outfitted with bottle filler stations
- Students should bring water bottles to fill throughout the day
- A bottle of water may be provided upon request to students who do not bring a water bottle

WHEN A STUDENT OR STAFF MEMBER IS ILL

Per CDC and IDPH guidelines *sections in red are based on updated guidance from the IDPH on 10-21-2020 and 10-27-2020 and are subject to change. Updated by ZLS 10-29-2020*

[Click Here for "Decision Tree" from IDPH](#)

Keep Students at Home IF:

- Your child is experiencing any [Covid symptoms](#)
 - Fever (100.4 or higher)
 - Chills
 - **New Cough*
 - Shortness of breath or difficulty breathing
 - *Fatigue from an unknown cause*
 - Muscle or body aches
 - **New onset of moderate to severe headache*
 - **New loss of taste or smell*
 - **New Sore throat*
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

**New onset of a symptom no attributed to allergies or a pre-existing condition*

- Your child has tested positive for or is showing COVID-19 [symptoms](#).
- Your child has recently had [close contact](#) with a person with COVID-19, [stay home and monitor their health](#).
 - Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period* starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.
 - **Individual exposures added together over a 24-hour period (e.g., three 5-minute exposures for a total of 15 minutes). Data are limited, making it difficult to precisely define "close contact;" however, 15 cumulative minutes of exposure at a distance of 6 feet or less can be used as an operational definition for contact investigation. Factors to consider when defining close contact include:*
 - *proximity (closer distance likely increases exposure risk)*
 - *the duration of exposure (longer exposure time likely increases exposure risk)*
 - *whether the infected individual has symptoms (the period around onset of symptoms is associated with the highest levels of viral shedding)*
 - *if the infected person was likely to generate respiratory aerosols (e.g., was coughing, singing, shouting)*
 - *other environmental factors (crowding, adequacy of ventilation, whether exposure was indoors or outdoors).*
 - *Because the general public has not received training on proper selection and use of respiratory PPE, such as an N95, the determination of close contact should generally be made irrespective of whether the contact was wearing respiratory PPE. At this time, differential determination of close contact for those using fabric face coverings is not recommended.*
- You have returned from international travel (quarantine for 14 days from date of return)

Follow this link for the CDC outline for monitoring Covid symptoms at home
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

When a Student is sick at school (Per CDC and IDPH guidelines)

- Students who are showing symptoms will be isolated from other students and monitored by a staff member until parents are notified and they are picked up from school.

- Students will be checked for fever, and if the student has a fever of 100.4 F they will be sent home and will need to be fever free for 24 hours (*updated guidance from the CDC*) without medication before returning to school.

Returning to School after non-COVID (untested) Illness/Symptoms:

- Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following conditions are met:
 - Fever-free for 24 hours without the use of medicine that reduces fever
 - No vomiting or diarrhea for at least 24 hours (with no other symptoms)
 - No respiratory symptoms (e.g., cough, shortness of breath) **AND**
 - At least 10 days have passed since symptoms first appeared.
- Students and staff may return before the 10-day window has passed if they are approved to do so in writing by their healthcare provider documenting no clinical suspicion of COVID-19 infection **and indicate an alternative diagnosis with exclusion consistent with this diagnosis.**

WHEN A STUDENT OR STAFF MEMBER IS COVID-19 POSITIVE

According to the [ISBE/CDC](#), individuals who have tested positive for COVID-19 infection should seek medical attention, self-isolate, and follow [CDC guidelines](#) for discontinuation of isolation.

Tested Positive - Symptomatic or Asymptomatic

Persons who experienced symptoms AND tested positive for COVID-19 may return to school after:

- Fever-free for at least 24 hours without the use of medicine that reduces fever **AND**
- No respiratory symptoms (e.g., cough, shortness of breath) **AND**
- At least 10 days have passed since symptoms first appeared
- ~~Two negative COVID tests, at least 24 hours apart (not recommended by CDC or IDPH in the majority of cases except for severely immunocompromised individuals)~~

~~**Tested Positive - Asymptomatic**~~

~~Persons who have not experienced symptoms but test positive for COVID-19 may return to school if the following conditions are met:~~

- ~~● At least 10 days without symptoms after the date of positive test~~
- ~~● Two negative COVID tests, at least 24 hours apart (not recommended by CDC or IDPH in the majority of cases except for severely immunocompromised individuals)~~

According to Federal Educational Rights and Privacy Act (FERPA) and the United States Dept. of Education, if a student tests positive, the school must make a reasonable determination that the student’s identity is not personally identifiable. The local Health Department will contact you if your child was a direct contact.

“Close Contacts” with COVID Positive Cases

1. If close contact develops symptoms but does not get tested, they fall under the rules for a COVID-19 positive person (become “probable” COVID case).
 - a. Fever-free for at least 24 hours without the use of medicine that reduces fever **AND**

- b. No respiratory symptoms (e.g., cough, shortness of breath) **AND**
- c. At least 10 days have passed since symptoms first appeared
- d. Documentation Required to Return to School
 - i. Release from Isolation Letter (from Local Health Department, LHD)
- 2. If close contact remains asymptomatic
 - a. Stay home for 14 calendar days after last exposure to the COVID-19 case
 - b. Documentation Required to Return to School
 - i. Release from Quarantine letter (from LHD)

Our students and staff are socially distanced (6 feet) to the greatest extent possible, but there are moments throughout the day when social distance is not maintained. With this in mind and under the new definition of “close contact”, classmates of a COVID-19 positive case would be required to quarantine for 14 calendar days after last exposure since we cannot guarantee that all classmates were more than 6 feet away of an infected person for a cumulative total of 15 minutes in a school day.

In the event that a staff member is a COVID positive case, the school will determine whether or not any students should be labeled a “close contact” of that staff member and inform families. If the staff member is an asymptomatic teacher, a substitute will be placed in their classroom for teaching and supervision, but the teacher may be able to remote teach their classes until they return to school in-person.

We have a trained Contact Tracer on staff who will assist the St. Clair County Health Department in notifying “close contacts” of a COVID positive case.

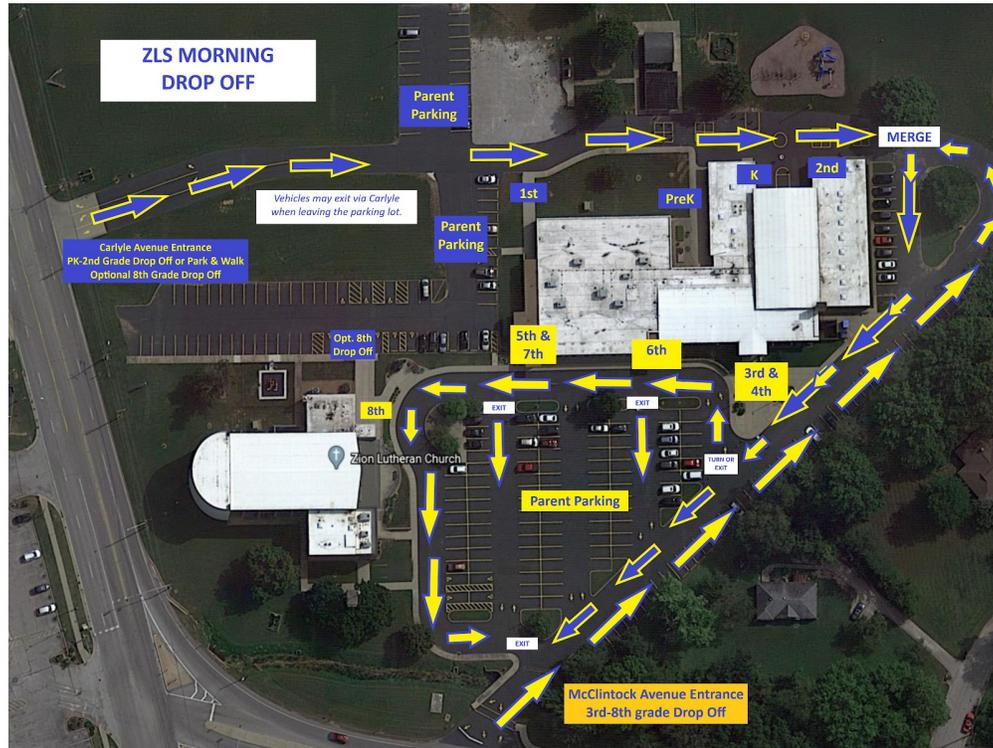
Remote Learning will be available for students at home due to situations of illness and/or quarantine. Parents should communicate their child’s ability to complete homework based on their symptoms.

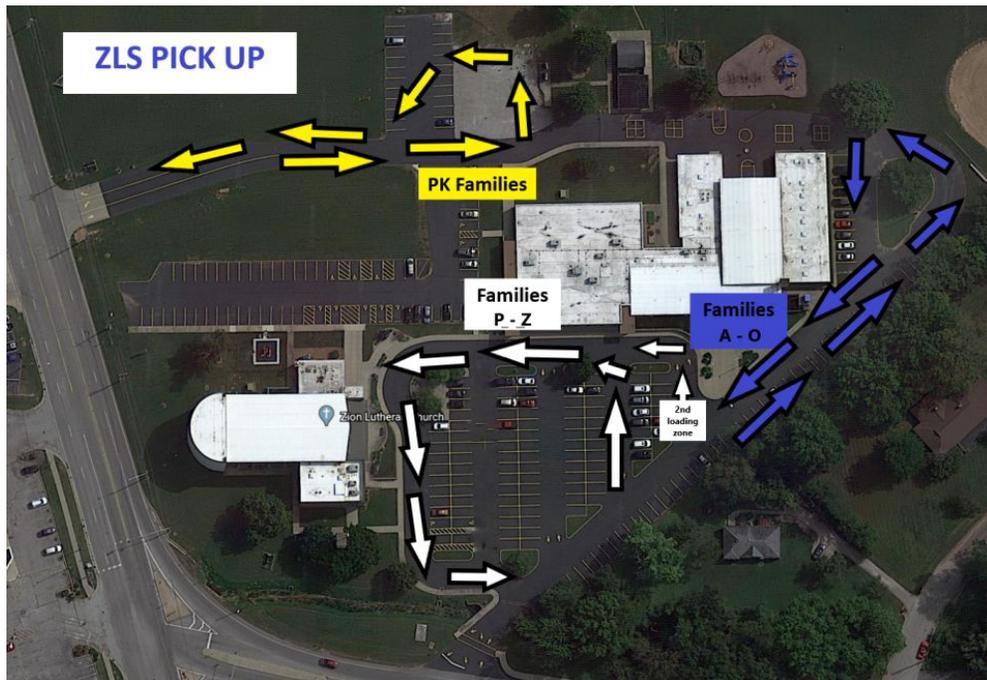
OPERATIONS & FACILITIES

as of 8-28-20 & subject to change if recommendations and requirements change

● Drop Off and Pick Up

- Conducted to allow for multiple entry points and limit the amount of exposure to students in other classes
- Exit by family directly to vehicles
- Parents only need to exit vehicles to help small children in and out of the vehicle
- Follow routes provided





- **Extended Care** (Before School and After School Care)
 - Before school Care is provided from 7am-8am for a fee
 - After school Care is provided from 3:15-6pm for a fee
 - If your family is in need of Before School and/or After School Service, please complete this [Extended Care Survey](#)
- **Outdoor Learning** as activities and weather conditions permit
 - Allows for mask breaks when students are 6 feet apart outdoors
 - Generous donors have gifted Zion with picnic tables and the ability to setup shade for outdoor learning
- **Visitors & Volunteers** inside the school building will be extremely limited. All visitors to the school will have their temperatures taken and will be required to wear face masks while inside.
- **Hot Lunch Program** will continue as usual with hot lunches
 - Sanitation and social distancing accommodations to the lunchroom and kitchen procedures
 - Seating will be limited to 33 students (3 per table) to provide social distance while eating in the gym
 - Some classes will eat lunch in classrooms or outside when weather permits
- **Cleaning**
 - Sanitation will be conducted with certified EPA products
 - Classrooms will be cleaned and disinfected daily to cover areas completely and consistently
 - High-touch areas (door handles, handrails, bathroom stalls and sinks) and common spaces will be sanitized by our staff frequently throughout the day
 - Soft surfaces like rugs will be disinfected daily
- **Field Trips** will not be scheduled during the first semester of school.
- **School-wide Events** are on the calendar already and will be evaluated based on circumstances as they approach. We will work to modify events so their purposes are served even if they cannot be conducted as usual.

Reopening FAQs from Zion Families

Schoolwide Questions

- **If a kid gets sick (regular sick, cold, strep throat, etc., not covid) what is the policy?**
 - ◆ *Please see Health and Wellness Section above*

- **Are our cleaning products safe for students?**
 - ◆ *All cleaning products are EPA approved and are used safely and effectively according to the instructions on the label.*

- **If we return to Phase 2 or 1 and have to do 100% remote learning, will there be any break on tuition?**
 - ◆ *No. Tuition will be paid as defined in Tuition Agreements signed by parents/guardians as of July 31st, 2020. Families with financial needs that change during the school year, in particular in relation to COVID19 events, may contact ZLS to apply for tuition assistance funding. Applications will be accepted at any time during the school year.*

- **In a return back to Phase 2 or 1, what does remote learning look like?**
 - ◆ *See Remote Learning Handbook under the "Resources" tab in your Blackbaud account.*

- **If we get a covid positive in a family that attends Zion is it correct that the entire school would have to be shut down for 14 days?**
 - ◆ *No. Please see Health and Wellness Section above.*

- **Will the students still attend chapel?**
 - ◆ *Chapel is an important part of our faith formation curriculum, but school-wide chapel services with Faith Families will not be possible for the time being. Chapel will be offered 4 times a week - a service for preschoolers, one for K-2, one for 3-5, and one for 6-8. Students will sit 4-5 to a pew to maintain social distance within pews and masks will be worn throughout the 25-30 minute service. Chapels will be live streamed on Zion Lutheran Church YouTube channel.*

- **Is the new dress code still in effect for the 2020-2021 school year?**
 - ◆ *Yes. See the "Dress Code" under the Resources tab in your Blackbaud account and in our Parent/Student Handbook.*

Classroom Questions

All discussions and plans must be flexible to accommodate actual student needs once class resumes. Teachers are encouraged to adapt plans as needed in the best interest of students and to share those plans with families.

- **How frequently will the students have "mask breaks" (go outside and social distance)?**
 - ◆ *The frequency and length of outside "mask breaks" will vary from day to day based on the types of instruction and activities being implemented in the classroom and the weather. Teachers have been encouraged to incorporate it as frequently as possible without sacrificing instructional time.*

Early Dismissal Questions

→ What will my student miss if he/she is picked up at 1:30?

- ◆ *Students in kindergarten-4th grade, will miss recess, enrichment/study time, and Specials classes (library, computer, art, PE, and music). Once the Specials class schedule is established, teachers will share with families.*
- ◆ *Students in grades 5-8 will be participating in study hall, opportunities to meet individually with teachers for extra review and instruction, small group music activities in band and choir, and other elective offerings. Elective offerings will be established during the second quarter of the school year and will be shared with families once established.*