



# Timberlake 2021-2022 Safe Return Plan

## Calendar

- Timberlake will utilize the 2021-2022 School Year Calendar regardless of medical scenarios
- Virtual days will be used as necessary rather than adjusting the schedule
  - Flexible plan will allow individuals, small groups, or even classes to transition to their virtual plan should there be a need for quarantine or a closure of any length
  - Virtual attendance policy in place for individuals or groups should this option be necessary; students are able to continue learning at home and counted present
- 20-21 School day hours will continue to help with routes and student safety
  - Doors will be open for students at 7:40 am-both sites
    - Most route times adjusted to have kids to school no earlier than 7:40
    - Carmen route students will be let in HS upon arrival so that Carmen & Helena elementary students can be on campus by 7:50
  - High School classes: 8:10 am - 3:30 pm
  - Elementary classes: 8:00 am - 3:15 pm

## Important Dates

Tuesday, August 3rd	Noon-6:30 pm	PK-12 Enrollment at HS Library
Wednesday, August 4th	8:00 am - 2:00 pm	PK-12 Enrollment at Elementary
Monday, August 9th	8:00 am	Teachers Report to Elementary Auditorium
Tuesday, August 10th	5:00 pm	Open House at both sites
Thursday, August 12th	7:40 am	Doors open for students-first day of classes
Friday, August 27th	All Day	No School-Staff Professional Development

## Parent Meetings: Academics, Attendance, and Safety

Open to all but MANDATORY attendance of at least one parent of any grade 5-12 student that plans to participate in ANY extra-curricular activity.

Tuesday, August 10th	6:00 pm	Elementary Auditorium (During Open House)
Friday, September 3rd	5:30 pm	High School Auditorium (Prior to FB Home Opener)

Beginning September 7th, any 5th-12th grade student that has not had a parent sign in at one of the two meetings will be ineligible to participate in any extracurricular activity until the meeting has been made up by a parent or guardian. These meetings can be arranged with either site principal or the superintendent but MUST be completed on campus during school hours.

## Changes to Enrollment Procedures

- Paperwork is available on the school website
- Paperwork can be completed prior to entering buildings on enrollment days
  - Students are not required to attend enrollment unless they need to help with JH/HS Scheduling.

- Following staff will be available for questions or consultation while handing in paperwork
  - Secretaries
  - Administration
  - Counselor for JH/HS Scheduling
- Report to buildings at the entrances nearest the principal's offices.

## **TRANSPORTATION**

- Parents and family members are encouraged to transport their children to school if possible to limit crowding of buses. Children that will ride school vehicles should have their temperatures checked by a family member before loading.
- Students that are running a temperature greater than 100 degrees or are experiencing symptoms associated with COVID will not be allowed to ride buses or attend school until determined they are COVID free.
- Masks are recommended for all bus riders.

## **Medical considerations**

Timberlake Public Schools will use the recommendations set forth by the State Department of Education as a guideline while also considering any direct relationship between positive cases in the county and the district. If there is a link to the district, Timberlake will follow these recommendations. This system utilizes the State Health Department's Covid-19 Alert System which assigns a color coded threat level for each county based on new positive cases within each week. This map can be found at <https://coronavirus.health.ok.gov/covid-19-alert-system>

### **Masks**

- Timberlake Public Schools currently does not require the wearing of masks.
- Requirements will be put into place under the following scenarios:
  - Mandates are put into place by higher government entities
  - Short term use by individuals that begin showing symptoms or receive notice of a positive test during isolation until picked up from school
  - Positive cases in Alfalfa County which include individuals related to the Timberlake District reach a number that moves the county into the Yellow threat level or higher AND a state of emergency is declared in the county by the governor.

### **Illness**

- Screening of students for symptoms should be done at home prior to leaving for school or boarding a school vehicle.
- Temperatures will no longer be checked at school unless cases within the district dictate changes.
- Timberlake will stick strictly to the sickness (fever) policy
  - Students must be fever free for 24 hours with no medication before returning to school (see Student/Parent Handbook-pg. 7).
  - Will recommend Covid testing if sent home with fever

- The Department of Health has the authority and responsibility to conduct contact tracing for all positive cases. Timberlake will cooperate fully with this process and report known positive cases to the state department.
- Diagnostic and screening testing will not be provided by Timberlake Public Schools but can be arranged by the parent for free with the Garfield County Health Department. Timberlake Public Schools will cooperate by providing contact information and making arrangements for students to be tested without negatively affecting their grades or attendance.

### **Cleanliness and Sanitary Measures**

- Instruction for all students regarding hand washing and hygiene will take place on day 1
- Frequent hand washing breaks provided including before meals
- Sanitation stations provided in key locations
- Multiple lunch periods are in place to decrease the number of students in the cafeteria at one time with appropriate cleaning measures at both sites.
- Additional sanitizing measures will remain in effect to help limit risk at athletic events and other large gatherings.

### **Covid-19 Vaccinations**

Timberlake Public Schools has previously provided opportunities for staff to receive vaccinations at no cost and without having to take leave. While Timberlake will not be responsible for administering vaccines within the school, the district is willing to make arrangements with local health organizations to make them accessible to our staff or students if there is adequate interest much like the previous arrangement with staff. Interest will be determined by surveys shared with all staff and parents/guardians.

## **Academics**

### **Timberlake Learning Options**

All Timberlake courses will be under the direction of a teacher of record that is certified by the State of Oklahoma regardless of format. All courses align with Oklahoma state standards and qualify for credits towards graduation. District policies for credit and graduation requirements are still in place for all formats including full virtual instruction. Timberlake will provide both in-person/blended learning models and a full virtual/at home option, however, the full virtual option will require an accepted application and will be very limited as described below.

#### **1. Traditional, in-person classes with Blended Learning Components**

It is the belief of Timberlake Public Schools that best academic outcomes for most students come from in person instruction with the opportunity for relationships and interactions with staff and peers which encourage deeper learning. The overall goal is to allow traditional school to take place whenever it is possible to do so safely. Blended learning will allow for flexibility should active Covid-19 cases or state mandates require breaks from the traditional school setting.

#### **2. Full Virtual/At Home Option**

Parents do have the option of a full virtual format for their Timberlake students under the following two scenarios:

1. The student has a medical condition that directly affects the health or safety of the student with supporting documentation from a certified health professional.
2. The student and parent complete and sign an application for the full virtual option which is accepted by the virtual school committee.
  - a. Applications will only be approved if the committee feels that it is in the student's best interest regarding academics and/or the health of the student.
  - b. Previous success or struggles in a virtual format will be considered.

The full virtual option does not allow for participation in extracurricular activities, but will allow students to remain enrolled and on pace to graduate from Timberlake. Instruction will primarily be done through software that meets all Oklahoma requirements and will also include access to and regular communication with Timberlake personnel to assist in learning. A virtual attendance policy has been adopted and attendance through the virtual format is still required by law. Students that don't meet attendance, pace, communication, or grade requirements can and will be forced to change placement back to the regular classroom.

## **Technology**

### **Devices**

- All Timberlake students will be provided with a school issued Chromebook for curricular use.
- Insurance is available at a very affordable rate for families to cover damage to devices
- Students will be able to take devices home for virtual instruction if necessary
  - All at-home virtual students will receive device prior to first virtual lessons
  - JH/HS students are expected to take Chromebooks home each evening
  - PK-6th Grade students will have devices delivered if virtual days are needed

### **Connectivity**

Internet connectivity will be provided by the district in the form of a mobile hotspot or by extending the school network to homes near school buildings ONLY for long term academic needs. Parents/Guardians need to complete the technology survey to ensure that devices are available or contact the school if internet access is not available in the home.