DISTRICT REOPENING PLAN 2020-2021
Dear AL Community,

As we prepare for a successful opening of the 2020-21 school year, Académie Lafayette has developed a school reopening plan to address the needs of all learners, while keeping our students and staff safe and healthy. I would like to thank the teams and individuals that collaborated on this district reopening plan, including staff, parents, students, reopening taskforce, Board of Education, our Board of Directors, school leaders, Missouri Charter Public School Association, Children’s Mercy Hospital, and local health authorities.

It is important to note that circumstances can, and likely will, change. Consequently, this plan is fluid and will change and adapt to respond to new information as it becomes available. To access our most recent reopening plan and frequently asked questions document, please visit the Académie Lafayette website (www.academielafayette.org).

I would like to invite each and every member of our school community to fully participate in making this school year a safe and successful learning experience for our children.

I thank you for your continued support of our school and this reopening plan.

ELIMANE MBENGUE
Head of School
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At Home Daily Screenings Before School

Symptoms of COVID-19 include, but are not limited to:

- Fever
- Cough
- Chills
- Shortness of breath
- Muscle pain/ache that cannot be explained by other activities (i.e. exercising, recent trauma, etc.)
- Sore throat or loss of taste or smell not explainable by a pre-existing medical condition

- Families are responsible for screening their children for any above symptoms of COVID-19 as well as any other communicable disease prior to going to school each morning.

- If you, a family member, or your child has any of the above symptoms, you should keep your child home and contact their primary care provider as soon as possible for further guidance.

- If your child exhibits even mild illness, they must stay home. Sending a child to school to see if they can “make it through the day” (for example with Tylenol or Ibuprofen in their system), must, without exception, end immediately. This is for the health and safety of our community. Children who stay home due to illness may participate in online instruction if they feel up to it.

- Families and staff are strongly encouraged to get the annual flu vaccine in order to minimize the effect of the annual flu season in the midst of this pandemic.
HEALTH GUIDELINES

Illness at School

In this pandemic, it is essential that ALL illnesses be reported to the school nurse.

- At Armour, contact Kristen Carlson, kcarlson@academielafayette.org, (816) 800-8771
- At Oak, contact Alexis Cook, acook@academielafayette.org, (816) 371-7735
- At Cherry, contact Alexis Russell, arussell@academielafayette.org, (816) 888-7400

The CDC uses 100.4°F in their fever guidelines for COVID-19, however Académie Lafayette’s medical policy has always used a temperature threshold of 99.6°F for exclusion from school, this policy will continue for school use.

If any student or staff member is found to be ill during the school day they will be sent home immediately. Students with a temperature of 99.6°F or greater and/or have symptoms of communicable diseases, including COVID-19, will wait for their parent’s arrival in an isolation room with a mask on.

It is of utmost importance that parents provide Académie Lafayette with working phone numbers for parents, guardians, and others who are on the emergency contact list. If a student is being sent home from school, they must be picked up within one hour.

Because of the wide range of symptoms being exhibited in cases of COVID-19, anyone sent home with a temperature of 99.6°F or greater must remain out of school or work until they are fever free and symptom free, without the use of fever-reducing medications for at least 24 hours prior to returning, and any other symptoms are improving.

Académie Lafayette uses a temperature threshold of 99.6°F for exclusion from school.
Suspected or Confirmed Case

- If a student or staff member has been diagnosed with COVID-19, they must remain isolated at home for a minimum of 10 days and be fever and symptom free for at least 24 hours prior to returning to school, whichever is longer.

- Students with symptoms should not attend school. Parents should consult their healthcare provider and follow CDC considerations regarding their return to school. For students who are diagnosed with COVID-19, either by a laboratory test or based on their symptoms, return to school is permissible when the student is at least 10 days from symptom onset, has been fever-free for at least 24 hours, and has improved symptoms.

- Return to school for children with an alternate diagnosis is at the discretion of their healthcare provider and/or the school nurse.

- Children with a known close contact with COVID-19 (or an adult with symptoms compatible with COVID-19) should stay home for the recommended quarantine period of 14 days from their last contact and until return to school is approved by the local health department in accordance with the CDC guidance. If they become symptomatic, they should be evaluated for COVID-19.

- Anyone who is returning to school or work after a required quarantine period must first contact the school nurse to confirm the ability to return to school. A physician’s note may be required prior to allowing a return to school.

- The health department will be notified of COVID-19 cases and may offer guidance on closure of classes, buildings, or the district. Académie Lafayette reserves the right to close any class, building, or the district at any time in the interest of the health and safety of our community. The affected student or staff’s cohort and any other potentially exposed individuals may be notified. Académie Lafayette may exclude the exposed groups from school for up to the full quarantine period of 14 days from the last known exposure.
Visual Case Guide

**Person A**

Diagnosed
- Must remain isolated at home for a minimum of 10 days and be fever and symptom free for at least 24 hours prior to returning to school, whichever is longer.
- Return to school is permissible when the student is at least 10 days from symptom onset, has had three days with no fever and has improved symptoms.
- Must first contact the school nurse to confirm the ability to return to school. A physician’s note may be required.

**Person B**

In contact with person A
- Stay home for the recommended quarantine period of 14 days from their last contact and until return to school is approved by the local health department in accordance with the CDC guidance.
- If become symptomatic, should be evaluated for COVID-19.

**Person C**

In contact with person B
- Unless person B has or develops symptoms of COVID-19, person C is not subject to quarantine.

For COVID-19, the CDC defines a close contact as “any individual who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated.”
HEALTH GUIDELINES

Mask Usage

Académie Lafayette will require all students and staff to wear a mask unless they have a note either sent directly from their primary care provider’s office, or on the physician’s letterhead, that wearing a mask is harmful to the student’s overall health. In the event that a student has such a note on file, they will be required to wear a face shield throughout the day to protect against droplet spread.

Families will be responsible for providing well-fitting daily masks for their students. Students are encouraged to bring an extra mask in case the primary mask is soiled or damaged during the school day. Masks must cover the nose and mouth at all times. Masks should be washed after every use.

Visit limitations: visitors will be permitted to enter the building wearing a mask that covers both their nose and mouth. Reasons for visiting are strictly limited and outlined later in this document.

Face shields are not an acceptable substitute for cloth face masks, unless masks are determined to be detrimental to the wearer’s health, as indicated by a physician note.

Asthma Care in the School Setting

Nebulizer treatments carry a very high risk of disease transmission. If a student needs nebulizer treatments, they must stay home until their asthma can be controlled with inhaler-use only.

Hand Hygiene

Students will wash or sanitize their hands approximately once an hour. Students and staff will wash hands with soap and water upon arrival to school, before and after eating, after recess, after using the restroom, and any time visibly soiled. Sanitizer is appropriate for periodic use during the school day when soap and water is not readily available. Hand sanitizer may be used after blowing one’s nose, coughing, sneezing, or touching high touch surfaces.
Bathroom and Water Breaks

- The number of students in each bathroom at the same time will be reduced.
- Classes will take scheduled bathroom and water breaks.
- Due to our limited staffing this year and the need for monitoring student interactions and social distancing, we will be limiting the number of times students are allowed to leave the classroom for any reason outside of group trips to the restroom, water bottle filling station, or recess.
- Please discuss with your student the importance of using the restroom only during scheduled break times.

Health References

The full Académie Lafayette Health Policy can be found here.
Overview

Based on guidance provided by the CDC and local health authorities, Académie Lafayette will approach the reopening of school by planning three primary academic models. The school’s pandemic response is a fluid situation that may require movement in any direction between learning models as the public health crisis evolves.

A full time remote learning option will be provided for students in any scenario. We recognize that families may need a choice between in-person and remote learning for a variety of reasons, such as the level of health risk, concerns about exposure, concerns about the mitigation strategies, etc.

Due to staffing concerns, if you select 100% online instruction during the first semester, this choice is binding. If you initially choose to attend in person, you may switch to 100% online instruction at any time. But if you initially choose 100% online for the first semester, you cannot switch to in-person learning until after the first semester has passed. Your student must remain in 100% online instruction throughout the first semester. Families that want to switch from on-site options to online-only instruction or from 4 days a week to the hybrid model for the remainder of the semester need to email communication@academielafayette.org.

Our Models

- **100% online:** Learning occurs only online with live classes and off-screen projects. Students are taught by their homeroom teacher focusing on both academic learning and social-emotional wellbeing.

- **Hybrid model:** 2 days in person, 3 days online. Each homeroom class is divided into two cohorts. Cohort A attends in person Monday and Tuesday, with online learning Wednesday, Thursday and Friday. Cohort B attends in person on Thursday and Friday, with online learning Monday, Tuesday and Wednesday.

- **4 days in person:** All students come to school Monday, Tuesday, Thursday and Friday. Online instruction occurs on Wednesday only.
Progressive Reopening in Phases

To keep students and staff safe, our current reopening model is detailed below. Académie Lafayette will remain in each phase for a minimum of 4 weeks prior to advancing to the next phase of reopening. The decision to move to the next phase will be based on community transmission rates in the Kansas City metro area, mandates from the Mayor’s office, recommendations from Kansas City Health Department, and other pertinent information from local health experts. In any case, we may not move to the next phase until the situation is reasonably safe for our students and staff based on local data and medical research. If the situation in Kansas City worsens, Académie Lafayette may need to move back to a previous phase.

**Phase I**
- Online only - school starts August 25 (online for all students)

**Phase II**
- Hybrid model
  - 100% online still available for families that chose online-only instruction

**Phase III**
- 4 days in-person model
  - Hybrid model
  - 100% online still available for families that chose online-only instruction

As class sizes increase, health conditions will be closely monitored. The school could reopen on a normal schedule, 5 days a week in person, if local rates of infection have been reduced and full reopening is approved by local health experts.
Regarding Cohorts

- Students will be assigned to groups based on the first letter of their last name. We will work to ensure that students in the same family with different last names will attend school on the same days.

- Stable groups of students will be maintained as much as possible with school routines established to minimize the intermingling of different student groups and protect safety.

- Large groups will be strictly limited, and routines will be staggered so that smaller groups can rotate through school day activities.

- Clear routines for entering and exiting classrooms, walking in common spaces and entering/exiting the building will be established to reduce the number of students entering and leaving at a given time.

Kindergarten & First Grade

An accelerated reopening may be considered for K & 1 with a hybrid model. Half of the students will be in class on Monday & Tuesday and the other half on Thursday & Friday.

IEP / 504 / ELL Students

- Families of students with Individual Education Plans (IEPs) will work with your child’s case manager and the rest of the IEP team to determine whether full remote learning is the best fit for your child’s needs. IEPs will be amended as necessary to support your child.

- Students receiving English Language Learner (EL) services will discuss learning options with their ELL teacher if interested in remote learning.

- Meetings among adults regarding these programs will be conducted virtually when possible. If face-to-face meetings are necessary, face coverings will be required and physical distancing protocols will be followed.
Teaching and Learning in Person

- Students and staff are expected to wear masks when attending in-person learning. Masks are required on the bus and in all common areas such as entering or exiting the building, in the hallways, nurse’s office, etc. As guided by the nurses and local health experts, masks may only be removed to eat, drink or to play outside when physical distancing can be maintained. Refer to CDC guidance for use of cloth face cover.

- Normal daily instruction will occur in homeroom classrooms.

- Support classes such as art, music, physical education, library, character and computer classes might be held in the homeroom classroom, or move to larger spaces within the building or outdoor when weather permits to provide better physical distancing.

- Commonly touched objects will be disinfected routinely, and teachers will attempt to minimize the amount of times students touch similar objects.

- Students should bring their own supplies, and sharing will not be permitted.

- Equipment, books, supplies, or materials will be disinfected before recirculation as much as possible.

- Physical arrangements and school routines will be established so that physical distancing will be maintained in all settings to the extent possible (physical distancing will be much easier to accomplish with less building capacity in attendance at any given time).

- We recognize field trips can provide a meaningful student experience. Schools will work to provide virtual field trip opportunities as an extension of the classroom until further notice.

- A remote learning platform will be provided and accessible for students any time they are physically absent from school to include direct instruction, grading, attendance, and accountability.
Teaching and Learning Online

- Online learning readiness:
  - Pick a location in your home dedicated to learning
  - Use a learning posture (sitting up)
  - Quiet around (family supportive in this)
  - Headset for concentration if needed
  - Dress code is AL casual day

- Remote learning will include both direct teacher instruction and independent student work, with a combination of virtual meetings, interactive class sessions, and pre-recorded videos.

- All students will need to complete daily assignments in each subject/course. Elementary students may need help from a family member or caregiver to complete their work. Each student will need a different amount of time to do their daily coursework.

- If you have chosen 100% online instruction for your child and the school is currently providing in-person instruction, students enrolled in 100% online learning will not be able to attend in person activities or events during the school day.

- Parents will receive regular communication from teachers via email, and parents may schedule meetings with teachers and service providers as needed. We will have virtual parent-teacher conferences twice a year.

- Consistent with in-person learning, teachers of students in 100% online instruction will assess students throughout the trimester and will utilize the established grading procedures. As in the past, students will receive a grade card each trimester.

- The school has streamlined the naming of online classrooms and processes to find recordings and to log in to live classes in order to provide more consistency across grades and buildings and ease the engagement of students and families.
Grading

- In all instructional models, students will be expected to complete in-class and at-home assignments that will be graded by the teacher and recorded in TYLER, AL’s new student information system.

- Teachers will prepare frequent formative assessments and provide feedback to students in order to increase learning and inform differentiated instruction based on student needs. Summative assessments, or end of unit tests, will also be used to gauge progress.

- Report cards will be sent home to families at the end of each trimester.

Learning Schedule

**Daily Schedule**
Students’ online schedule will be different from the Spring and Summer model. To be consistent and provide a seamless transition between online and onsite learning, the day will be very similar to a regular school day, but with shorter class times and increased number of breaks. It will include all the core subjects and support classes to provide children with balanced instruction. Each student will need a computer device to do the school work. Contact IT at rgoudiaby@academielafayette.org if you need equipment (Chromebook & hotspot).

**Musketeer Time**
We are adding a fun 30-minute engagement period at the beginning of the day, “Musketeer time”, where teachers will focus on relationship buildings and the socio-emotional learning of their students. During that time, the daily learning objectives and the upcoming events and assignments will be reviewed.
Breakfast and Lunch

- Students will eat in the classroom, following CDC guidelines.

- Desks will be disinfected before and after meals.

- Students will wash their hands prior to eating.

- School breakfast and lunch will be pre-packaged or individually wrapped, still following DESE nutritional guidelines.

- Meal trash will be disposed of safely so that students only handle their own trash.

- Meal substitutions and seating accommodations will be made for students with food allergies/intolerances, based on medical forms on file with the nurse.

- Meals may be sent from home. However, some ingredients may be restricted to minimize the risk for students with severe food allergies. Your student’s teacher will notify you if this is the case.

- Students will be charged for their meal based on their free, reduced, or full pay status, utilizing the same process as in previous school years.
Student and Family Support

Académie Lafayette will continue to provide strategies to accommodate the needs of staff, students, and families at high risk such as the need for basic support (food, shelter, access to resources), mental health support, equitable access to technology, and learning resources.

- We recognize family choice. Families who desire the 100% online scenario will need to declare this option by August 5, 2020, so that staff can plan for attendance in both in-person and remote learning scenarios. Choosing this option means the following: Student(s) will remain engaged in Remote Learning until winter break.

- We will assist with student meals. We are exploring options to provide meal service for remote learning students, which may include drive-through pick up for free, reduced or full pay students.

- The PTSO will continue to request donations of groceries, PPE, school supplies and basic necessities for families who qualify, regardless of the learning scenario a family may choose. If your family is in need, please contact your building social worker/counselor: Cherry: Sheila Baskin (sbaskin@academielafayette.org), Oak: Adam Nachum (anachum@academielafayette.org) Armour: Liz Seely (lseely@academielafayette.org)

- Social workers and counselors will work with teachers to incorporate relationship building and social emotional learning into their lessons, screen students coming back to school for physical emotional needs, and offer online counseling sessions when needed.

Arrival and Dismissal

- Multiple entrances and exits will be utilized during arrival and dismissal to maximize social distancing.

- Specific building routines and procedures will be communicated to parents directly from their child’s campus.
LOGISTICS

Building Visitors

During the first 30 days of school, we will utilize the following building visitor procedures: (These procedures will be re-evaluated every 30 days for potential adjustments). Building volunteers and visitors will not be allowed to visit classrooms or come for school lunch until further notice.

- Any parent/guardian needing to drop-off medication for a child will follow the regular protocol to obtain the medical documentation from a physician, then will need to call the school nurse prior to delivering the medication to the school. Once an appointment has been made, the parent can come to the school to deliver the medication, following the health protocol for the exchange as specified by the nurse.

- If a parent/guardian needs to pick-up their child during the school day, the parent needs to call the school office and wait in their vehicle just outside the school. A staff member will escort the child to the parent vehicle.

- If a parent/guardian brings a child to school after the school day has already begun, please call the school office and a staff member will come outside to meet your child and bring them in the building.

- Small in-person meetings among adults will be allowed only as long as attendees wear face coverings and physical distancing is maintained. Virtual meetings are strongly preferred when feasible.

Technology

Chromebooks will be issued to 100% online-only students on an as needed basis. Every student will need a computer device to be able to do the school work. If you have a need regarding internet access or any technology related questions, please contact Roger Goudiaby at rgoudiaby@academielafayette.org.
Cleaning and Disinfecting Protocols

- High touch surfaces in common areas will be disinfected by custodians on an hourly basis.

- Teachers and staff will be responsible for disinfecting high touch surfaces in their individual spaces as often as directed by the nurses.

- Evening custodial staff will disinfect all common spaces, offices and classrooms nightly.

- CDC and local health department recommendations will direct our deep cleaning routines after a student or staff member is diagnosed with COVID-19.

Transportation

- Buses will be disinfected before each morning and afternoon route.

- Students and bus drivers will wear masks at all times while on the bus.

- Students will be seated as far apart as possible.

- However, students in the same family will sit together.

- Transportation changes should be made by contacting Carlos McClain, cmcclain@academielafayette.org.

Sources

CDC, CMH, Missouri State guidelines, KCHD, DESE guidelines, NASN guidelines.