



North Boone CUSD 200



Re-Opening Plan
2020-2021

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Introduction

The North Boone School District is currently discussing and planning several options that will prepare our staff, students, and parents for the challenging 2020-2021 school year with the COVID 19 pandemic. The most important issue to address is student safety and making sure that the district guidelines and protocols support that. Currently the district has guidelines from the Illinois State Board of Education for in-person instruction and the district has an approved E-Learning Plan. In preparing this document, the district has used the guidelines from ISBE to develop a district level structure and expectations to create an In-Person Instruction Plan and reviewed last year's E-Learning Plan along with survey results to revise the E-Learning Plan for the upcoming school year. Administrators from each of the buildings will be using these district level plans to create building specific plans for in-person instruction and e-learning. Those building plans will dive into the specific details of what a school day will look like for students at each grade level. In addition, the district is discussing and planning to offer a remote learning plan for parents that will be choosing to keep their students home during the current pandemic. This allows students to learn remotely on-line and still be actively enrolled in school. Students will be able to participate remotely with instructional activities and teacher support similar to what the students are participating in at school. Remote learning structures and scheduling are in the planning and discussion phases at this point. Timely information and updates will be sent to students, staff, parents and the school board as they develop.

This document is meant to capture all of the different plans that are needed for the re-opening of all North Boone School District programs. These plans outline the required guidelines and procedures that will be in place for In- Person instruction, E-Learning, Remote Learning (when finished), and Extra-Curricular activities that follow under IHSA and IESA athletic guidelines.

North Boone CUSD #200

In-Person Instruction Plan

The Governor's [Executive Order 2020-40](#), filed on June 4, 2020, allowed schools to reopen for in-person instruction. In-person instruction is strongly encouraged in Phase 4 but this does not signify a return to pre-pandemic operations. Appropriate social distancing, face coverings, enhanced sanitation measures, and other accommodations will be necessary

During Phase 4, IDPH guidelines will:

- Require 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 require that individuals self-certify that they are free of symptoms before entering school buildings; and
- Require an increase in school wide cleaning and disinfection.

All public and nonpublic schools in Illinois serving prekindergarten through 12th grade students must follow these guidelines.

The State of Illinois will provide masks for all staff and students. Face shields may be worn with masks.

School Schedules

- K-4: Capron Elementary, Manchester Elementary, Poplar Grove Elementary
 - Students will have in-person learning every day of the week.
 - Student dismissal will be 2:10pm to allow for planning time for teachers and extra cleaning time for custodians.
- 5-8: North Boone Upper Elementary and North Boone Middle School
 - Students will have in-person learning every day of the week.
 - Student dismissal will be 1:55pm to allow for planning time for teachers and extra cleaning time for custodians
- 9-12: North Boone High School
 - NBHS will use a blended schedule for in-person instruction. Students will have in-person learning two (2) days a week and remote learning three (3) days a week.
 - A Days (Monday and Tuesday) = Students with the last names A-L will attend school and participate remotely on B Days.

- B Days (Thursday and Friday) = Students with the last names M-Z will attend school and participate remotely on A Days.
- C Days - Every Wednesday, all students will engage in remote learning.
- Teachers will stream their lessons for students who are home Remote Learning.

High School In-Person Blended Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
Group A: Half of the student population attends class.		<p>No students on campus.</p> <p>Teachers preparation day with a focus on:</p> <ul style="list-style-type: none"> • Designing online learning experiences to engage students when they are not in the classroom. (morning) • Providing 1:1 or small group support to students online. (afternoon) <p>Groups A & B: At home Remote Learning.</p> <p>Schools experience deep cleaning.</p>	Group B: Half of the student population attends class.	
Group B: At home Remote Learning.			Group A: At home Remote Learning.	

Staff Expectations

- Provide sufficient training and planning for different approaches (In- Person; E-Learning; Blended)
- The Staff instruct and prepare students for online instruction if needed.
- Teacher's may have to travel and rotate to keep students in same classroom
- Students will not be allowed to share materials
- Staff may be asked to take items that are not necessary home to make disinfecting easier
- Students should remain in small groups with the same students and remain 6 feet apart as much as possible.
- Having instruction outside may help with social distancing requirements.

- Teachers should implement strategies to model and reinforce social and physical distancing and movement.
- Staff will be asked to assist with supervision under our current tight restrictions
- Teach, model, and reinforce healthy hygiene habits and social skills
- Promote positive teacher and student relationships that support student social-emotional well-being and self-esteem
- In-person instruction should be prioritized for English Learners
- Help students continue their native language learning

Student Expectations

- Students will be screened everyday
- Students will be spaced out in all areas of school to adhere to social distancing
- Assigned seating will be given to students
- Hallway scheduling and traffic patterns will be organized to maintain distancing
- Lockers will not be used and backpacks will be allowed
- Sanitizing and good hygiene will be encouraged at all times during the school day
- Extra hand sanitizer will be made available for students
- Students are asked to bring water in bottles from home_– drinking fountains are available but discouraged
- Students will not be allowed to share materials
- Students should not bring items into school that are not needed for classes

Facility and Custodial Expectations

- Remove items that are not needed- storage needed
- Schedule cleaning routines
- Supplies are going to be needed in abundance
- Supply all classrooms with cleaning products
- Extra hand sanitizing stations
- COVID – 19 signage placed throughout school
- Clean visibly dirty areas
- Clean frequently touched areas frequently
- Cloth toys or other cloth material items that cannot be disinfected should not be used
- Sanitize soft surfaces, such as carpeted areas, rugs and curtains
- Post scheduled cleaning times and maintain appropriate documentation upon the completion of cleaning
- Sanitizing the drinking fountains and bathrooms frequently

Health Protocols and Nursing

- Screen students when they arrive
- Provide space to hold students if they are possibly ill
- Communicate protocols for sending students and staff home if ill and the parameters that are needed to return
- COVID – 19 signage placed throughout school
- Communication of these protocols to students and staff

Physical Education

- No more than 50 individuals may be in one space at any one time during Phase 4.
- Maintain social distancing of 6 feet
- Try to be outdoors or separated if indoors
- Consider eliminating the need for use of locker rooms, as well as allowing students to participate in activities without changing clothing
- Shared equipment must be cleaned between each student's use and disinfected at the end of each class.
- Perform hand hygiene at the start and end of each class period, after using equipment, or when hands are visibly dirty

Music and Band

- Indoor rehearsals are discouraged. Consider moving music and band-related courses outside.
- Organize music and band classes into smaller groups
- Use separate partitions in open spaces; utilize markings on classroom floor/wall/practice field
- Students should wear face coverings while singing and avoid touching, choreography, and singing/playing in circles
- Sanitize hands and instruments before using
- Do not share instruments
- Wear masks whenever possible
- Conductors should face students from more than 10 feet away from the first row of singers/band members. Where possible, conductors are encouraged to wear glasses/goggles or install a Plexiglas shield.
- Consider virtual options when needed

Lunch Program

- No more than 50 individuals during Phase 4 can be in a space/cafeteria
- Schedule or add meal service times to adhere to capacity limits as needed
- Consider delivering meals to classrooms or having students eat outdoors while ensuring social distancing.

Transportation

- All individuals on a bus must wear a face covering
- No more than 50 individuals should be on a bus at one time
- Social distancing must be maintained to the greatest extent possible.
- Students must undergo symptom and temperature checks, which include self-certification, before boarding a bus.
- Drivers and monitors must wear approved and appropriate PPE and perform regular hand hygiene and perform symptom checks
- Sanitization should be completed daily or between use on all vehicles used for student transportation

Library

- Consider using the library space as a regular classroom if the school needs additional classroom space to adhere to capacity limits and social distancing requirements
- Consider bringing resources and librarians to classrooms
- Promote E-Library options

Playground Equipment

- Playground equipment that is to be used should be monitored, and the number of students using each piece of equipment should be limited.
- Maintain appropriate cleaning of playground equipment
- Students should perform hand hygiene prior to touching playground equipment and upon return from the playground.

Field Trips

- No field trips until further notice

Other Considerations for Returning to School

- Adjusting our School Calendar – I will be recommending that we push the start of student attendance back to September 8th. This will allow for two institute days beginning August 31st and three remote learning days. This provides for extra training and planning for staff to be prepared to handle In-Person and E-Learning instruction.
- Staffing – Extra time and staff will be needed to assist with sanitizing throughout the day and after school. Currently Manchester and Capron have no after school custodial hours. Teachers' assistants may be needed to assist with instruction and extra supervision.
- The hiring of an extra teacher at each school would help with any absences from a staff member and assist with teaching of students that do not return to school. Finding substitute teachers during this pandemic will be extremely difficult.
- Storage – The district may need to rent some storage containers. Removing items out of classrooms that easily harbor germs and are hard to clean will need to be removed.

North Boone CUSD #200

E-Learning Instruction Plan

North Boone Community Unit School District #200 with consultation from the Regional Office of Education and local authorities, have developed strategies for remote learning through collaborative agreements, teleconferencing, electronic instructional resources as well as other resources.

North Boone plans to use an E-Learning Program as remote learning in the case of school dismissal for weather emergency days or other act of god days when school cannot be in session.

1. Ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19 .05, for each student participating in an e-learning day.

Grades fifth through twelfth: North Boone's Upper Elementary/ Middle School/High School clock hours are based on attendance data that teachers collect through documentation and logs in their course assignments in Schoology and Google Classroom. Attendance will be transferred to Powerschool. The attendance documentation has a timestamp and collects the student's email address to verify accuracy of the attendance data. Teachers are required to take attendance for each class period or day and record it by the end of the school day.

Teachers will post all necessary instructional materials, assignments, and resources for their classroom courses by 8:30AM the morning of the E-Learning day. Instructional content will advance the curriculum and provide 40-50 minutes of learning time per class. Teachers will be available to students during the normal school day times via Google Classroom, Google Meet, email, etc. Students at North Boone Upper Elementary, Middle School and High School generally have seven to eight classes per day, so this will provide 5 hours of instruction or school work for the E-Learning Day.

K-4 Elementary: Students will be provided the instruction and work/materials from the teachers they were to complete on the missed day from multiple subject areas that equate to 5 hours of participation. The work will be assigned to the students on the emergency day via the Google Classroom platform, along with parent communication explaining the expectations. Classroom teachers and specials teachers will utilize a sign in system via email or google classroom, along with verified completion of the E-Learning day activities to verify student attendance. This documentation will be submitted to the elementary secretary for attendance records.

Our curriculum during E-Learning will include resources from HMH, Pearson, and McGraw Hill for math, English Language Arts, and science. We will also utilize Study Island, Mystery Science, IXL, Reading Eggs, Newsela, Study.com, and Math Seeds to support our students' learning across multiple content areas. These are all programs that we currently use within our schools, so teachers and students will be familiar with using these resources.

2. Ensure access from home or other appropriate remote facility for all students participating, including computers, the Internet, and other forms of electronic communication that must be utilized in the proposed program.

North Boone will survey all families to determine which families have access to devices at home. Families who do not have access to a device at home will be provided with one. Every family will have a device to be able to work from home.

Every student has a Google account with access to core productivity tools via Google Classroom. Available WiFi access information across the district will be provided to families.

If a family does not have internet capabilities at home, the teacher will make accommodations so that the child's work can be delivered in another modality (paper pencil, manipulatives, etc.) The students can complete the work either electronically or on paper to turn in to the teacher. Special Education teachers will provide assignments based on students goals. Teachers will be available during their contractual school day to support student learning and answer any questions. Teachers will schedule office hours to be available to students and parents and will respond to emails within 24 hours.

3. Ensure that non-electronic materials are made available for students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from accessing the required technology.

In these specific circumstances, the student would be provided with paper materials before the E-Learning day. North Boone will provide multiple ways for families to have Internet access, this is not likely to be an issue. If there is a power outage or another issue out of the families control, staff will work with the student/parent to make arrangements for reasonable opportunities for the work to be completed. For example, the district can use our School Messenger program to communicate with families over the phone.

4. Ensure appropriate learning opportunities for students with special needs Students with special needs will have assignments modified or provided based on their IEP goals from their special education teacher or related service provider.

Special Education students utilize the same technology supports as general education students: Schoology and Google Classroom. Special Education students are familiar with and utilize technology and online resources throughout their academic courses. Special Education students who attend general education courses utilize the procedures in place for general education students. Special Education students receive their accommodations built-in to the course work delivered through E-Learning activities.

Special Education students enrolled in more self contained /life-skills environments will receive their E-Learning Day activities from their case manager/special education teacher. These activities and lessons are specifically developed with instructional materials that are appropriate for each student based on their needs and individualized education plan. The activities and lessons will allow students to continue to work on their IEP goals during the

E-Learning day. Since all the E-Learning activities are extensions of the academic activities that students would complete during a traditional school day, special education students continued progress towards skills as if school was in session.

5. Monitor and verify each student's electronic participation.

North Boone will use several district-level reporting tools to monitor E-Learning day participation. In addition to the attendance records described in Section One of this document, we will use the features in Schoology and Google to monitor Gmail, Google Drive, and Google Calendar usage, along with the number of files shared internally and externally. We may also be able to use Powerschool reporting in order to monitor activity on E-Learning days.

Elementary: Students will be provided the instruction and work/materials from the teachers they were to complete on the missed day from multiple subject areas (ELA, Math, Writing, etc.) via the platform that has been created by each grade level K-4, along with parent communication explaining the expectations. Classroom teachers and specials teachers will utilize a sign in system via email or Google Classroom, along with verified completion of the E-Learning day activities to verify student attendance. This documentation will be submitted to the elementary secretary for attendance records.

6. Address the extent to which student participation is within the student's control as to the time, pace, and means of learning.

Students will have flexibility in the timing of their E-Learning Day activities. Students must complete the Attendance Form by 1PM, allowing them plenty of time for this quick check-in. If students are not able to do this, they will be marked absent for the day.

Each student will need to complete at least 5 hours of school work during the E-Learning day. All class expectations and instructional materials will be made available during the e-learning day. It is up to each teacher to decide when the school work will be completed, just as in any regular school day. Teachers are encouraged to provide enough time to complete E-Learning day work, especially since students may be dealing with emergency situations in their own homes. Teachers will be available during normal school hours if students need to reach out to them for assistance or support. Teachers will schedule office hours to be available to students and parents and will respond to emails within 24 hours.

7. Provide effective notice to students and their parents or guardians of the use of particular days for E-Learning.

E-Learning Day communication will follow the standard communication protocols that North Boone uses for emergency day notifications. These include North Boone's School Messenger automated phone call and emailing service, social media (Facebook, Instagram and Twitter), the North Boone [Website](#), and traditional media (local TV news and radio).

8. Provide staff and students with adequate training for E-Learning days' participation at the Upper Elementary/Middle School/High School:

We have had Schoology and Google Apps available for over 5 years and have provided training to staff throughout this time period. North Boone has used Powerschool district-wide for over ten years and has provided training to staff on this student management system. All new certified staff members are provided training on how to use digital resources and district devices.

North Boone offers numerous professional development opportunities during the school year and many of these offerings focus on how to use technology effectively in the classroom. If staff members have technical issues on the E-Learning Day, or at any time, they can contact the building administrator or Technology Help Desk for assistance.

9. Ensure that all teachers and staff who may be involved in the provisions of E-Learning have access to any and all hardware and software that may be required for the program

Every 5th-12th grade teacher is provided with a windows device. We will survey K-4 teachers to determine which teachers need a district-issued device for home use.

Teachers and specialists will be available for support during the normal school day. Parents/students can email their teacher/specialist, do a virtual chat with their teacher in Google, or post a question in Google Classroom.

10. Ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, and including all classifications of school district employees who are represented by collective bargaining agreements and who would be affected in the event of an E-Learning day.

The E-Learning Program was developed in collaboration with union leadership from the North Boone Education Association and the North Boone Educational Support Staff. Documentation including the sign-off from the respective union presidents is included in the original submission. This plan will be reviewed yearly by administration and the NBEA and NBESS.

11. Review and revise the program as implemented to address difficulties confronted.

The North Boone E-Learning Program will be reviewed annually by the North Boone Administration and District Curriculum Committee. The district will collect feedback from families and students regarding the implementation and procedures of E-Learning Days.

12. Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students prior to utilizing an e-learning day.

Families and students will be notified via North Boone's School Messenger automated phone call and emailing service, social media (Facebook, Instagram and Twitter), the North Boone District Website, traditional media (local TV news and radio). Teachers will receive a set of E-Learning guidelines to ensure each staff member's responsibilities are known.

E-Learning Expectations

Platforms for Use:

- Email will be used for communications between staff.
- Email will be used to communicate formally with parents.
- Online Learning Tools: Google Classroom, Schoology, and other online apps will be for instruction to students.

Expectations for Teaching and Learning:

- A minimum of 5 hours of instruction is needed on e-Learning days
- Teachers will use Google Meet for delivery of instruction based on their grade level and e-learning schedule
- Grade level teachers of the same subject and in the same building will offer consistency within reason. Teams may lesson share to assist in workload.
- Lessons should capitalize on the home environment. Reduce screen time and include physical activity as much as possible.
- Teachers and assigned support staff will track student progress to ensure participation and check-in with students if students are struggling or non-participatory. Grace and understanding should always govern decisions.
- Feedback to students will be given on assignments in order to inform students of their learning progress.
- Responses to questions and e-mails should be returned within 24 hours (1 school day).
- Teachers will email parents as needed.
- Support staff will be assigned responsibilities to assist with instruction and other student needs.
- Monitor the morale of your class and the workload of the students carefully. You have the latitude to make good decisions for the well being of your students.
- Teachers will communicate with parents when they are available to assist students and address parent concerns.

- Please maintain a healthy work/life balance. Keep lines of communication open between all departments and consult your admin. If you are having any difficulty in this new frontier of learning, we are here to support you!

NBCUSD Remote Learning Plan

This plan supports students who elect to stay home in the event the school district returns to in-person instruction.

Remote Learning Requirements:

- Students will be required to engage in remote learning through our Online Platforms.
 - Google Classroom: Grades K-4, 9-12
 - Schoology: Grades 5-8
- Students will be required to attend Google Meets or Live Streamed classes according to their Remote Learning Class Schedule.
- Remote Learning instruction will mirror the curriculum of in-person instruction, as much as possible.
- Families will opt in to Remote Learning for an entire marking period.
 - Grades K-4: Trimester
 - Trimester One: September 8th - December 11th
 - Grades 5-12: Quarter
 - Quarter One: September 8th - November 6th

The district is considering the following options for Remote Learning. We are working with NBEA and NBESS to plan the best option for our staff and students.

Remote Learning Structures

K-4:

- Designate 1 teacher at each grade level to be a Remote Learning teacher.
 - This teacher does not teach students in person; the teacher uses Google Meet to instruct students.
 - Students are rostered into this class if they select Remote Learning.
 - Students are required to continue Remote Learning for an entire grading period (trimester).
 - A student's Remote Learning teacher may not be from his/her home school.
- The Remote Learning teacher will report to a designated building and area where they will teach remotely.
- Our K-4 Elementary buildings will dismiss at 2:10 for in-person learning.

5-8:

- Our 5th-8th grade teachers teach 5-6 periods a day. One of their periods is designated a Remote Learning period.

- During this Remote Learning period, the teacher teaches to students through Google Meet. The teacher does not have students in the classroom during this period.
- Students are rostered into this class if they select Remote Learning.
 - Students are required to continue Remote Learning for an entire grading period (quarter).
- The Upper Elementary and Middle School will dismiss at 1:55 for in-person learning.

Items to Consider:

- If the number of students selecting Remote Learning is not enough for a full class at each grade level, this structure will not be feasible.
- We need to ensure equity of instruction for students learning at home.
- There will be considerations regarding contractual prep time for staff.
- How do we determine which teachers are able to opt in to Remote Teaching? Do these teachers teach from home or from school?
- If a student opts in to Remote Learning, are they able to participate in extracurricular activities?
- A student can opt in to Remote Learning at any time, so this may change class sizes and schedules.
- Staffing locations and transfers

9-12:

Full Remote Learning Students

- Teachers will use present mode in Google Meet to stream their lessons to students at home.
 - Teachers share the screen with students at home; sharing their screen will share their SmartBoard.
 - Other students in the class are not on video.
 - Teachers wear wireless headset to speak to and hear students at home.

High School In-Person Blended Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
Group A: Half of the student population attends class.		No students on campus. Teachers preparation day with a focus on: <ul style="list-style-type: none"> ● Designing online learning experiences to engage students when they are not in the classroom. (8:00-11:00) ● Providing 1:1 or small 	Group B: Half of the student population attends class.	
Group B: At home Remote Learning.			Group A: At home Remote Learning.	

	<p>group support to students online. (12:00-3:00)</p> <p>Groups A & B: At home Remote Learning.</p> <p>Schools experience deep cleaning.</p>	
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- A Day = Students with the last names A-L will attend school and participate remotely on B Days.
- B Day = Students with the last names M-Z will attend school and participate remotely on A Days.
- Teachers will stream their lessons for students who are home Remote Learning.

Items to Consider:

- We need to ensure equity of instruction for students learning at home.
- There will be considerations regarding contractual prep time for staff.
- The scheduling of remote students in one class could cause a scheduling imbalance.
- If a student opts in to Remote Learning, are they able to participate in extracurricular activities?
- A student can opt in to Remote Learning at any time, so this may change class sizes and schedules.

School Opening Plan Template

[In-Person Instructional Template](#)

[E-Learning Instructional Template](#)

[Remote Learning Instructional Template](#)

General Guidelines:

Classroom Procedures:

Paraprofessional Procedures:

Morning Procedures:

Nurse Procedures:

Hallway Procedures:

Lunch Procedures:

Recess Procedures: (K-6)

Art/Music Procedures:

PE Procedures:

Bathroom Procedures:

End of Day Procedures:

Daily Sanitization Schedule:

North Boone School District Protocol for Minimizing the Spread of COVID-19

In order to minimize the spread of COVID-19 among the students, families, staff, and community North Boone Staff will be following and maintaining the guidelines and recommendations according to the Boone County Health Department (BCHD), the Illinois Department of Public Health (IDPH), the Centers for Disease Control and Prevention (CDC), the Illinois State Board of Education (ISBE) and the Illinois High School Association (IHSA). The guidelines and recommendations change frequently and North Boone Community Unit School District staff has continual communication with the BCHD and frequently monitors updates from all of these entities. Please be aware that revisions and changes to protocols and/or practices will be made to stay current and in compliance. This protocol is a general guideline for North Boone Staff to follow to help keep the school community safe and healthy. Students, staff, and families will be notified as the situation evolves.

Screening

Students, staff, and visitors will be screened prior to entering the building. The screening will include a temperature check and a symptom and travel check. The [CDC Symptom Infographic](#) will be available for use during the screening. Anyone with a temperature of 100 or higher will be excluded. A person might also be excluded based on the responses to the screening questions. They will be asked the following questions:

1. Have you had known exposure to COVID-19?
2. Have you had a fever of 100 or higher?
3. Have you had any signs or symptoms of a fever such as chills or body aches?
4. Have you had any respiratory symptoms such as cough or shortness of breath?
5. Have you had diarrhea, vomiting or abdominal cramping?
6. Any other symptoms such as loss of sense of taste or smell, headaches, or sore throat?
7. Is anyone in your household symptomatic or have a positive or pending COVID-19 test?
8. Have you travelled within Illinois, outside of IL within the US, or outside of the US?

Management of Symptomatic Students and Staff

Symptomatic Students or Staff at School:

If a staff member identifies a student as potentially exhibiting signs or symptoms of illness the following steps will be taken:

- Any student that is symptomatic will be immediately isolated in the designated area in the school building. Each school building has an area that has been chosen as an isolation area that meets the requirements for ventilation, isolation from well students and staff, and space for proper distancing that will be utilized only for ill students.
- The student will be assessed by the school nurse for signs and symptoms.
- The parents/guardians will be contacted and the student will be picked up as soon as possible and referred for testing.

- Symptomatic staff will be advised to go home and contact his or her healthcare provider and seek testing for COVID-19. A handout of local area testing sites will be provided.
- BCHD will be notified immediately of anyone referred for testing and North Boone Staff will follow their direction for how to proceed.
- Any students or staff exposed due to inability to maintain proper distancing or follow the guidelines will be sent home.
- Additional disinfection of common areas and surfaces will take place as appropriate per [CDC guidelines for disinfection](#).

Symptomatic Students or Staff at Home:

If a parent/guardian calls school to report an absence due to COVID-19 symptoms the following steps should be taken:

- The parent or guardian will be advised to contact their healthcare provider and seek testing for COVID-19. A handout of local area testing sites will be provided.
- Siblings and other household family members will be asked to stay home.
- Boone County Health Department will be notified immediately and North Boone staff will follow the direction of BCHD to minimize the spread.

If a staff member calls school to report an absence due to COVID-19 symptoms they will be advised to contact their healthcare provider and seek testing for COVID-19.

- The staff member will be advised to go home contact their healthcare provider/ seek testing for COVID-19. A handout of local area testing sites will be provided.
- Family members and other household contacts within the school district will be asked to stay home.
- Boone County Health Department will be notified immediately and North Boone staff will follow the direction of BCHD to minimize the spread.

Positive COVID-19 Test Result Reported to North Boone Staff:

If a parent/guardian, staff, or other person such as a healthcare provider reports positive COVID-19 test result to school staff, North Boone staff will immediately report this information to the school nurse and to the Boone County Health Department.

- The School Nurse and Staff will work closely with and follow the direction of BCHD to minimize spread of COVID-19.
- Information will be disseminated to all potential exposed families and staff via letter, school messenger, and/or a joint press release with Boone County Health Department and North Boone Community Unit School District 200.
- North Boone Staff will provide any assistance to the BCHD so that contact tracing can be conducted.
- Students and staff exposed due to inability to maintain distancing will be quarantined for the recommended time period per the guidance of BCHD, IDPH and the CDC. They will be advised to self-monitor symptoms and to contact their healthcare provider and seek testing if they develop symptoms.
 - Students, staff, and parents/guardians will be notified of a possible or confirmed exposure as appropriate.

- Students/staff being tested for COVID-19 will be excluded from school until test results are available.
- A positive case within the schools does not necessarily constitute complete school closure. Each situation will be clinically evaluated and addressed by North Boone School District in consultation with the Boone County Health Department.

Disinfection

North Boone Community Unit School District will follow the [CDC's guidelines](#) for cleaning and disinfection of the facilities and for training staff. This guidance includes daily cleaning and disinfection, disinfection if someone is ill, and information for employers for training of staff.

Please see the CDC Factsheet here:

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility-H.pdf>

IHSA Phase 3 Guidelines

Athletic Summer Guidelines and Operations in IHSA Phase 3

IHSA Phase 1 (current phase) allows athletics and activities to resume with strict social distancing and health and safety precautions and limitations. The Philosophy of Phase 1 summer is to provide students and coaches an opportunity to reconnect. *It is an opportunity to begin to return to normal, however it is not a return to normal.* Some coaches or athletes may choose to continue preparing for their season at home via virtual meetings and personal workouts and that is fine. Some coaches or athletes may choose not to take part at all for a multitude of reasons and that is fine as well. No summer activities can be deemed mandatory and cannot be held against any coach or student-athlete.

No coach will initiate summer contact for their sport without meeting with and being trained by Jessica Ballard, the athletic trainer, and Aaron Sullivan, the athletic director, on proper procedures for screening athletes and holding summer contact sessions that meet the approved regulations of Stage 2 of the IHSA and Phase 4 of the Restore Illinois Plan.

Guidelines must be followed. It is the sole responsibility of the coaches to adhere to all safety guidelines and requirements and any deviation of these guidance, depending on severity will result in disciplinary actions.

Below criteria is derived from the Illinois High School Association:
<https://www.ihsa.org/documents/board/2019-20/Stage%201%20RTP.pdf>

Participation Guidelines

These requirements must be followed when conducting voluntary strength and conditioning sessions:

- Maintain social distance by being 6 feet apart. Masks shall be worn when social distance cannot be maintained.
- Follow gathering guidelines of groups of 10 or less including the coach and medical personnel.
- Groups of 10 or less must be pre-determined.
- Once groups are determined, students may not switch from one group to another based upon sport.
- Students that participate in multiple sports for the year are encouraged to be grouped, for summer participation, in their fall sport.
- Interaction between groups shall be avoided.
- Sessions can only include running, and exercises designed to promote physical fitness. Sport-specific drills are not permitted, and sport-specific equipment may not be used.
- Implement diligent and effective cleaning and disinfecting of frequently

touched objects and surfaces following the guidance of the CDC and IDPH.

- Coaches must maintain a daily record of what athletes are participating, when participating, and the symptoms they may present (see IHSA link at the beginning of this document).
- Athletes should be monitored at the start of practice for temperature >100.4F/37C or symptoms of COVID-19 prior to entering the practice area (fevers, chills, cough, muscle aches, headache, sore throat, runny nose, nausea, vomiting, diarrhea, or loss of taste or smell). If symptoms are present they should not participate in practice, parents will be notified, Boone Co. Health Dept. will be notified, and will be referred to a physician for evaluation and encouraged testing.
- Players shall bring their own water bottle, shoes, towels, and other personal equipment. The use of locker rooms, shared water coolers with cups, and water fountains will be prohibited during this stage.
 - *It is the responsibility of each IHSA member school to comply with the above requirements. Additionally, IHSA member school sponsored camps, clinics, and open gyms are prohibited in any sport at this time.*
 - *If available, it is encouraged that an Athletic Trainer or medical personnel be available for workouts. They should be masked for any interactions with athletes and maintain 6-foot distance when feasible.*
 - *Any person with positive symptoms reported should not be allowed to take part in workouts and should contact his or her primary care physician. Parents understand that any student who has symptoms cannot participate and will have to be picked up from the school immediately.*

Daily Regimen

- Students screened and attendance documented on sheet provided
- Students sanitize hands
- Students participate
- Students screen out and documented

Coaches

- No Non-staff volunteer coaches will be allowed
- Follow the [CDC and IDPH Guidelines](#)
- Perform temperature checks
- Wear face coverings at all times
- Follow hand hygiene instructions and/or wear gloves
- Wipe down personal spaces
- Follow high touch cleaning protocols to wipe down areas after use

Students

- Wear a face mask if 6 feet distance is not possible – no mask needed during exercise
- Maintain a distance of 6 feet from another person at all times
- Sanitize their hands before and after participation
- Bring their own water and water bottles, drinking fountains are not permitted.

Facilities

- Outdoor facilities may be used as available.
- Students should come and go with only essentials needed for participation (locker rooms are not to be used)
- Bathrooms are not to be used.

Procedures

- Athletes will use online scheduling in order to sign up for the workout time slot they wish to participate in. Once they have chosen a time slot and been put in a group, they may NOT switch groups.
- Athletes will go to the North west corner of the senior parking lot and immediately go to their assigned station.
- Athletes MUST arrive between five and ten minutes prior to their scheduled workout time- IF THEY ARE LATE, THEY WILL NOT BE ABLE TO ENTER
- A coach will take attendance, check athlete's temperature, and administer the five question screening.
- After the session is over, athletes will leave campus and immediately go to their car / ride. Athletes may NOT group / gather before or after workouts.

IHSA Phase 4 Guidelines

As a result of the Governor's Restore Illinois Plan, as regions reach Phase 4 on June 26th or after, IHSA member schools are permitted to begin use of voluntary summer contact days. School districts should work with their local health departments on current restrictions in their area prior to beginning contact. Local school administration determines the permitted activities at their school. Prioritizing the health and safety of all students and staff must remain the focus of each IHSA member school.

Phase 3 of the IHSA RTP Plan correlates to Phase 3 of the Restore Illinois Plan.

Phase 4 of the IHSA RTP Plan correlates to Phase 4 of the Restore Illinois Plan.

The following are best practices when conducting [summer contact days](#):

Students are limited to 5 hours of participation per day.

Pre-Workout:

- Schools must maintain a daily record of what athletes are participating, when, symptoms they may present (see attachment).
 - o Athletes should be screened at the start of practice for temperature >100.4F/38C or symptoms of COVID-19 (fevers, chills, cough, muscle aches, headache, sore throat, runny nose, nausea, vomiting, diarrhea, or loss of taste or smell).
 - o Any person with symptoms (refer to attached form) or a positive COVID-19 test, should not participate in practice, competition, or conditioning and should be referred to a physician for evaluation and only return after clearance to do so from a physician.
 - o Signage about [symptoms](#) and [transmission](#) of COVID-19 should be posted around facilities.
- Gatherings of up to 50 individuals, indoors or outdoors, are allowed. Thirty feet of space must be maintained between gatherings of 50 when outdoors. Indoors limits of 50 individuals is the maximum no matter the spacing.
 - o When students are not actively participating in a drill, practice, or contest, care should be taken to maintain social distance between individuals.
- If locker rooms are a necessity, capacity should be limited to ensure members can maintain 6 ft of social distance.
- Individuals should sanitize or wash their hands for a minimum of 20 seconds with warm water and soap, or use alcohol based hand sanitizer and rub until dry before touching any surfaces or

participating in workouts.

- Appropriate clothing/shoes should be worn at all times in the weight room to minimize sweat from transmitting onto equipment/surfaces.
- Students must be encouraged to shower and wash their workout clothing immediately upon returning to home.

Facilities Cleaning:

- Adequate cleaning schedules, before and after each use by a group of athletes, should be created and implemented for all athletic facilities to mitigate any communicable diseases.
- Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, locker rooms, weight room equipment, bathrooms, athletic training room tables, etc.).
- Hand sanitizer should be plentiful and available to individuals as they transfer from place to place.
- Weight equipment should be wiped down thoroughly before and after an individual's use of equipment.

Please see [ISBE](#) and [CDC](#) for more cleaning details.

Physical Activity and Athletic Equipment:

- On June 26 or when your region reaches Phase 4, summer contact days will begin. Coaches are encouraged to use a staged approach to build back up to full summer contact activity and competitions. Local districts should work with their health departments and local school officials to make decisions about team travel to summer competitions.

o Athletes who did not participate in phase 3, are encouraged to follow the [fall acclimatization schedule](#) for any sport.

o Football players should maintain their summer acclimatization schedule, per [IHSA By-Law 3.157](#).

- There should be no shared athletic towels, clothing, or shoes between students.
- Hand sanitizer or hand washing stations should be plentiful at summer contact events.
- Athletic equipment such as bats and batting helmets should be cleaned between each use. Other equipment, such as catchers gear, hockey helmets/pads, wrestling ear guards, football helmets/othe. r pads, lacrosse helmets/pads/gloves/eyewear should be worn by only one individual and not shared.
- Shared equipment such as athletic balls, thud pads, sleds should be cleaned frequently during

practice and competitions.

- In phase 4 spotters for weightlifting are allowed while masked. Maximum lifts should be done only with power cages for squats and bench presses. Spotters should stand at each end of the bar.

Athletes who participate outside are not required to wear masks if they are involved in physical activity and practice social distancing.

No physical contact is allowed during this phase. This eliminates any scrimmages or 7 on 7's.

Hydration: • All students shall bring their own water bottle. Water bottles must not be shared.

- Hydration stations (water cows, water trough, water fountains, etc.) may be utilized to fill individual water bottles but must be cleaned after every practice/contest.

Contests: • Group sizes should be limited to 50 total participants, coaches, and referees (i.e. excludes spectators).

o Any additional team members can sit on the sidelines 6 feet apart from one another.

- During the use of summer contact days, multiple groups of 50 or fewer participants are permitted in an outdoor facility at once as long as:

o the outdoor facilities allow for social distancing of students, coaches, and spectators o 30-ft of distancing is maintained between groups/opposing teams on the sidelines, and o areas for each group are clearly marked to discourage interaction between groups outside of competitive game play.

- Students should maintain social distancing on the sidelines when not engaged in activities.
- Schools must have information posted at entrances and around facilities explaining the [transmission](#) as well as [symptoms](#) of COVID-19, encouraging all visitors to maintain social distance, and reminding people to stay home if they feel sick or have any of the symptoms of COVID-19: temperature >100.4F/38C, fevers, chills, cough, muscle aches, headache, sore throat, runny nose, nausea, vomiting, diarrhea, or loss of taste or smell.
- If schools choose to permit spectators, there should be a designated area for spectators with **existing seating capped at 20% of capacity and allows 6 feet of distance between families/household units.**
- Visual markers shall be displayed at queue points (Check-ins, along sidelines, concessions, bleachers, etc.) to help people maintain social distance.
- Concession stands may open in line with restaurant businesses physical workspace [guidelines](#). There should be markers to encourage social distancing while in queue.
- Encourage spectators to bring their own chairs from home for outdoor activities.

- No handshakes, high fives, fist bumps, hugs, etc. can occur pre or post-match.
- No spitting or blowing of the nose without the use of a tissue is allowed.

PPE:

- Coaches/volunteers must wear a mask.
- Officials must wear a mask except when ACTIVELY exercising as part of their officiating duties and use an electronic whistle. Mouth whistles and blow horns are not allowed for safety. Officials are encouraged to be masked whenever feasible to decrease risk of transmission.
- Participants should be encouraged to wear a mask if feasible for the sport.

It is the responsibility of each IHSA member school to comply with the above requirements.

If available, it is encouraged that an Athletic Trainer or medical personnel be available for workouts. They should be masked for any interactions with athletes and maintain appropriate social distance when feasible.

Any person with positive symptoms reported should not be allowed to take part in workouts and should contact his or her primary care provider or other appropriate healthcare professional.

Should the conditions warrant, these requirements will be adjusted. Any further official updates will be posted on IHSA.org and the IHSA social media platforms.