



# School Reopening Plan

## 2020-2021

Updated September 11, 2020

Dear Students, Families and Staff,

When schools initially closed in March, we began our research into the best practices for proceeding within a remote environment. Resultant of that work, the *District 2 Reopening and Recovery Plan* was created to serve as our internal north star for informing summer work and to ensure preparedness for the 2020-2021 school year; it was presented to the Board of Education on June 17, 2020. In April/May we began professional development for staff. In June, we established both an internal Remote Learning Committee and assembled a cadre of teachers from Grades Pre-K-8 to develop eight weeks of remote lesson plans and local assessments of learning for the 2020-21 school year. Parent surveys administered in June regarding what worked and did not work during the first round of school closure informed the summer development project. We also met weekly or every other week from April through the summer with the Bensenville Education Association (BEA) leadership.

Unlike last spring, all student work will count towards the determination of the student's performance level. Ongoing engagement will be expected and closely monitored.

- Option 1 (100 percent In-person Model): Traditional in-person school with some or no restrictions required by the CDC or IDPH.
- Option 2 (Hybrid Model): A combination of in-person and remote learning. One model of hybrid is defined by students physically attending school two days a week (e.g. Tuesdays/Wednesdays or Thursdays/Fridays); on Mondays, all students work at home remotely.
- Option 3 (100 percent Remote Instruction Model): The continuation of remote learning with children receiving instruction five days a week at home.

The open forum Board of Education meeting on July 9 further informed us about parent perspectives about the potential options for the reopening of schools, which was followed by the release of a parent survey on Friday, July 10. [Survey results posted here.](#)

I think we can all agree that our desire is to eventually return to in-person instruction on a daily basis, safely. However, there is no way to ensure student and staff safety AND have 100 percent in-person instruction every day for all students, at least not at the start of the school year. The current plan is 100 percent remote through October 9, tentatively. Then based on data, schools would transition to Option 2: The Hybrid Model starting on October 13, tentatively. Within this plan we have defined the Hybrid Model as students attending school in-person two days per week on a rotation (e.g., Tuesdays/Wednesdays or Thursdays/Fridays; all students work remotely at home on Mondays, which provides time for staff to communicate with parents/guardians on a more frequent, regular basis as well as to work with students individually or in small groups.

Within this Reopening Plan we have provided details for all three return-to-school option models; it was built to help the District adjust to rapidly changing guidance. While the district is staying 100% remote and transition to a Hybrid Model after Columbus Day, state guidance may cause us to move along the various models as the school year progresses. For example, if the state regresses back to Phase 1 or 2, we would return to 100 percent remote learning. If coronavirus conditions improve and the state goes to Phase 5, the District would return to 100 percent in-person learning.



Dr. James Stelter  
Superintendent of Schools  
Bensenville School District

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# General Summary

The COVID-19 Global Pandemic has and will continue to have a significant impact on the educational setting in Bensenville School District 2 and Districts across the country. We are looking forward to the beginning of the 2020-2021 school year and welcoming our students back in a safe and healthy manner, but we know that our school year will look different than those of the past.

District 2 will establish protocols and procedures to maintain safe learning environments, through collaboration with the Illinois State Board of Education (ISBE), the Illinois Department of Public Health (IDPH) and the DuPage County Health Department (DCHD).

In the development of a school reopening plan, we have established the following goals:

1. Regularly review updated guidance from ISBE, IDPH and DCHD.
2. Provide as normal an in-person learning environment as possible.
3. Ensure an emphasis on social emotional learning and the health (physical and mental) and safety of everyone.
4. Maximize instructional focus to ensure students are mastering critical learning skills, specifically in Mathematics and Literacy, inclusive of individualized and small group lesson design and interaction.
5. Communicate with parents/guardians regarding students' progress, work completion, and grades.
6. Communicate and collaborate with community partners to ensure we are supporting students, families and the greater community.
7. Creatively problem solve to provide a balanced learning environment which includes exploratory learning to the extent possible and practical.
8. Work and plan to seamlessly transition from in-person-to full remote learning-to a hybrid of the two throughout the school year as necessary.

This plan is presented with the best information and guidance known at this time. Adjustments will be made and communicated as guidance evolves from federal, state, and local health and education officials. Additional information on the remote learning program is available by visiting the District 2 website.

# Healthy Hygiene Practices

Schools will teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.

- Students and staff will sanitize or wash hands upon arrival in the morning; before and after eating; after coughing or sneezing; after being outside; and after using the restroom.
- Students will wash their hands or use hand sanitizer upon entry to the classroom.
- Staff will model and practice handwashing and appropriate use of face coverings.
- Students and staff will use hand sanitizer when handwashing is not practicable.
- Hand sanitizer will be widely available throughout the building for student and staff use. Routines will be developed for students and staff to regularly wash their hands or use hand sanitizer both inside and outside the classroom.
- Food service workers will use gloves and facial coverings, as required, by public health guidelines.
- Schools will be stocked with adequate supplies to support healthy hygiene behaviors, including soap and hand sanitizers.

## Face Coverings

Face coverings must be worn at all times in school buildings even when social distancing is maintained. Face coverings do not need to be worn outside if physical distance is maintained. Schools will develop strategies and practices for students and staff to take safe, periodic breaks throughout the day to remove face coverings. Families and staff who have concerns about the use of face coverings should contact their building principal. More information about face coverings can be found later in this document.

# Cleaning, Disinfecting, and Ventilation

All District 2 cleaning, disinfecting and ventilation practices will follow the procedures and expectations outlined below that align with ISBE, IDPH and DCHD guidelines. These procedures will be updated with any change in guidelines and students and families will be informed of any changes procedures and expectations regarding transportation.

## Cleaning

- Hand hygiene practices such as handwashing and or sanitizing during key times each day will be promoted.
- Students and staff with sensitive skin reactions to hand sanitizer can use soap and water.
- As necessary, desks will be cleaned with soap and water after certain activities.
- Students' use of the restroom will be closely supervised to avoid gatherings.
- Schools will discourage the use of items that are difficult to clean.

## Disinfecting

- Restrooms will be regularly disinfected by custodial staff.
- High touch areas will be disinfected throughout the day by custodial staff.
- Hand sanitizers will be made available throughout each building.
- Environmental Protection Agency (EPA) approved disinfecting products will be used to disinfect hard surfaces throughout the day and after school.

## Ventilation

- Complete 100 percent HVAC outdoor air building flush before staff and students return to school.
- Operate all building HVAC systems under normal schedules starting August 3, 2020, to ensure good airflow and proper operation of all systems.
- Increase the intake of outdoor air ventilation rates to maximize dilution of the return air.
- When possible, install more effective filters.
- Change all filters and clean coils, drains, and the interior of all air handling units and unit ventilators.

## Water

- Touch-less filtered water bottle fillers are available. These stations will be cleaned and sanitized on a regular basis.
- Drinking fountains will be shut down.

# Implementing Physical Distancing Inside and Outside the Classroom

## Early Childhood and Elementary

### Arrival and Departure

- Upon arrival at designated times students will go directly to their home classrooms
- Schools will designate routes for entry and exit
- Staff will supervise entry points and release of students from buses
- Physical distancing is to be maintained to the greatest extent possible.
- Face coverings must be worn during entry and exit.
- Hand sanitizer will be available at entry/exit points.

### Classroom Space

- Student seats will be physically distanced from one another.
- Student seats will face the same direction.
- Removal of classroom rugs.
- Art, Music, and Physical Education will most likely be conducted in a remote environment.

### Non-Classroom Spaces

- When outside students can remove masks when six-foot physical distancing is maintained.
- Hallways will be marked with physical distancing tape.
- Movement throughout the building should take place with face coverings at all times.
- Bathroom breaks will be structured and bathroom capacities will be considered.

## Middle School

### Arrival and Departure

- Schools will designate routes for entry and exit.
- Staff will supervise entry points and release of students from buses.
- Students will go directly from entry point to their assigned classroom for the day.
- No gathering of students in the auditorium or breakfast in the cafeteria before school
- Physical distancing is to be maintained to the greatest extent possible.
- Face coverings must be worn during entry and exit.
- Hand sanitizer will be available at entry/exit points.

### Classroom Space

- Student seats will be physically distanced from one another.
- Student seats will face the same direction.
- Removal of classroom rugs.

## **Non-Classroom Spaces**

- When outside students can remove masks when six-foot physical distancing is maintained.
- Hallways will be marked with physical distancing tape.
- Movement throughout the building should take place with face coverings at all times.

## **Arrival/Beginning of Day**

- No early-morning activities will be permitted other than before-school care programs.
- Arrival times for elementary and middle school students are outlined under Hybrid Learning Model Plan C. Specific grade level schedules are disseminated to parents via the individual schools.
- There will not be early morning access to elementary playgrounds or playground equipment.
- Schools will assign adequate outside and hallway supervision to support student social distancing during arrival and dismissal times.
- Schools will designate multiple student entry points to provide for adequate social distancing and minimizing “bottle necks” of students at each entry point.
- Prior to entering the school all members of the staff and students must put on a face covering (unless medically exempted). If a child does not have a face covering, they will be provided with a disposable single use face covering for that day.
- Upon entry to school buildings, students will use hand sanitizing stations that have been installed at all designated points of entry.
- All students are to immediately report to their classroom. No congregating in hallways will be allowed. At the middle school level, student lockers and locker rooms will not be in use. Students will be allowed to carry backpacks and may place their coats either in their backpack or on their chair; in Grades K-5, “cubbies” available within social distancing guidelines.
- Student supplies and materials will be individually stored at the student’s work station. Supplies and materials may not be shared.
- Social distance signage and floor markings will be displayed throughout each school building including classrooms, hallways, and bathrooms.
- Where possible, schools will implement one-way hallways and dedicated up or down staircases.
- Student movement outside of their classroom will be minimal. When classes are being taught by someone other than the homeroom teacher, those staff members will come to students in their classroom to the extent possible.
- Students will move to an alternate location (gym, multipurpose room, or outside) for physical education if possible; physical education may be delivered remotely.

## Classroom Configuration

- Classrooms will be configured to provide for appropriate social distancing to the greatest extent possible.
- Students will not be seated facing each other and socially distanced interaction with peers in the learning environment will be supported.
- Students will be seated one per table in the classrooms that do not use single student desks.
- Classroom furnishings other than student desks and a teacher work station will be kept to the minimum necessary to provide a safe and healthy learning environment.
- To the extent possible, use of paper will be minimized. Passing of papers, other supplies, and equipment across the classroom is prohibited.
- Teachers will be encouraged, weather permitting, to make use of outdoor spaces for learning. At the direction of each school principal, school wide processes and procedures for conducting outdoor learning will be in place and observed to ensure safety and adequate social distancing while outside.



## After School Activities

- At the determination of the school principal, after school activities may be allowed to operate as long as all health and safety guidelines are strictly adhered to.
- Only those activities that may be successfully conducted while socially distanced or virtually are allowed.
- Decisions on holding team sports will be made on a season by season and sport by sport basis ensuring ISBE and IDPH guidance is followed. The District understands the desire for the resumption of team sports, however it must be done with the health and safety of participants in mind.

## Large Group Events/Gatherings

Due to the health and safety restrictions placed on schools, traditional school based events, like school supply drop-off, curriculum night/open house, concerts, plays, movie nights, will not be permitted until the State of Illinois reaches Phase 5 of the COVID-19 Recovery Plan.

The District understands the importance of school events in the life of a school community and encourages Principals and PTOs to consider hosting virtual events when possible.

# Face Coverings

By order of the ISBE, IDPH, and DCHD face coverings must be worn by all students and staff (unless there is a documented and specific medical need preventing it) at all times while inside of a District 2 school.



- A physician's order will be required for any student or employee seeking to be exempted from wearing a face covering. The order must specifically identify the medical reason for the exclusion and be verifiable with the ordering medical professional. All those with a medical exception will be encouraged to wear a face shield as they are able.
- All visitors are required to wear a face covering at all times while inside a school building. No visitor will be admitted to any school building without a face covering.
- Parents or guardians who are unable or do not wish to wear face coverings while visiting school will be invited to attend conferences and meetings regarding their child's education via video conference or phone.
- For students in certain special programs such as Life Skills, every attempt should be made to instruct students in the importance of wearing a face covering, and staff are expected to actively and in a supportive manner coach each student to do so; however, it is a distinct possibility that a student may not be successful in keeping a face covering on at all times.
- Students are asked to bring their own cloth face covering each day; however, a single-use face covering will be distributed to any student requiring one. The District will provide guidance for parents and guardians on the effective care and laundering of cloth face coverings.
- Teachers and principals will seek the assistance and cooperation of parents, and will work with students who refuse to wear face coverings without a valid and verifiable medical excuse to support them in compliance; however, the wearing of face coverings is mandated by state order. Repeated and deliberate failures of a student to wear a face covering is addressed in the discipline policy.
- Face Shields: (IDHP 08/18/2020) <https://www.isbe.net/Documents/IDPH-Update-Appropriate-Use-Face-Shields.pdf> )

Because respiratory droplets may be expelled from the sides and bottom of face shields, they do not provide adequate 'source control' and should only be used as a substitute for face coverings in the following limited circumstances:

- Individuals who are under the age of 2
- Individuals who are unconscious, incapacitated, or otherwise unable to remove the cover without assistance
- Students who provide a physician's note as documentation that they have a medical contraindication (a contraindication or condition that makes masking absolutely inadvisable) to wearing a face covering
- Teachers needing to show facial expressions where it is important for students to see how a teacher pronounces words (e.g., English learners, early childhood, foreign language, etc.). However, teachers will be required to resume wearing face coverings as soon as possible. Preferred alternatives to teachers wearing face shields include clear face coverings or video instruction. There must be strict adherence to social distancing when a face shield is utilized.
- All individuals in school buildings that serve students in Grades Pre-K-8 must wear face coverings at all times unless they are younger than 2 years of age, have trouble breathing, or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Individuals who have a condition or medical contraindication (e.g., difficulty breathing) that prevents them from wearing a face covering are required to provide documentation from the individual's physician. These persons may wear a face shield in lieu of a face covering; however social distancing must be strictly enforced. Measures to reduce risk of exposure for these persons

- should be implemented where possible (IDPH 8/18/2020).
- **Removal of Face Coverings:** (IDPH 8/18/2020)  
Face coverings may be temporarily removed at school:
  - When eating
  - When outdoors and physical distancing of at least 6 feet can be maintained
  - When playing a musical instrument outdoors with at least 6 feet social distancing
  - If using a face shield when other methods of protection are not available or appropriate (<https://www.isbe.net/Documents/IDPH-Update-Appropriate-Use-Face-Shields.pdf> )
  - For staff, when alone in classrooms or offices with the door closed.  
Strict adherence to social distancing should be maintained when face coverings are removed in limited situations.Principals and staff will identify designated times within the school schedule for students to have a “mask break” such as going outdoors.
- Families and staff who have concerns about the use of face coverings should contact their building principal.

### **How cloth face coverings work**

Cloth face coverings may prevent the person wearing the mask from spreading respiratory droplets when talking, sneezing, or coughing. If everyone wears a cloth face covering when out in public, such as going to the grocery store, the risk of exposure to viruses can be reduced.

Since people may spread the virus before symptoms start, or even if people never have symptoms, wearing a cloth face covering may protect others around you. Face coverings worn by others may protect you from getting the virus from people carrying the virus.

### **General considerations for the use of cloth face coverings**

When using a cloth face covering, make sure:

- The mouth and nose are fully covered
- The covering fits snugly against the sides of the face so there are no gaps
- You do not have any difficulty breathing while wearing the cloth face covering
- The cloth face covering can be tied or otherwise secured to prevent slipping
- Wash your cloth face covering after each use in the washing machine or by hand using a bleach solution. Allow it to completely dry.

# Limited Material Sharing & Technology

## Sharing of Materials

- The sharing of a student's personal materials is prohibited.
- Any materials that are to be used by multiple students will be cleaned prior to use.
- Classroom community materials (pencils, crayons, etc.) will no longer be allowed.
- Students will have their own individual materials and at times may have a personal instructional manipulative bag.

## Technology

- Students in Grades K-8 will have an individual device assigned to them.
- Families will be asked during the registration process if they have access to the internet at home. For families who do not have internet access at home, the District will work with families to obtain access so that students can engage in remote learning experiences.

## Staff Training

All staff will be provided training or direction in the following health and safety areas:

- Enhanced cleaning practices
- Physical distancing guidelines
- Use of face coverings
- Screening practices
- COVID-19 specific symptom identification
- Health-related protocols
- Professional learning for staff

# Restrooms & Hand Washing

## Rest Rooms/Hand Washing/Hydration

- A schedule of rest room usage will be developed and adhered to by each school to ensure minimal movement, hallway/facility congregation or crowding, and following social distancing guidelines.
- Each classroom will have hand sanitizer pumps for use by students and staff. In addition, additional hand sanitizer stations will be installed throughout each school building.
- Each school will adopt a specific handwashing schedule and make use of available hand sanitizer between hand washing periods.
- **The use of the rest room is a human right.** If a child requests to use the bathroom at a time other than the scheduled time for the class, that request will be granted as soon as possible.
- Each child is encouraged to bring a water bottle each day for their personal use. Students will be reminded that no one else should touch or use their water bottle.



# Checking for Symptoms

## Daily Certification of Health/Temperature Screening

Every day, all students and staff must certify their health in order to be in the District.

- All parents will receive a [checklist](#) of COVID-like symptoms.
- Students must be free of any COVID-like symptom to attend school.
- An online certification (or a phone call) will be required every day.
- All staff are already making this certification each day they attend work in person. They also take their temperature every day.
- Random screening of students and staff may be used to estimate how well this requirement is being met.

## COVID-19 Symptoms Include the Following:

- Fever of 100.4 F or greater or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache (not due to a chronic condition)
- New loss of taste or smell
- Sore throat
- Congestion or runny nose (not due to known allergies)
- Nausea or vomiting
- Diarrhea

# Procedures if a Student or Staff Member Becomes Sick

## **Sending Students to the Health Office**

- Staff should call or email the Health Office prior to sending a student to the Health Office to ensure physical distancing.
- Small cuts and bumps, minor complaints and lost baby teeth should be managed in the classroom whenever possible. Classroom teachers will be provided with supplies for these events.
- Staff concerned about a minor student complaint can call the Health Office.
- Snacks (except for students with diabetes) will be relocated to another location in the school other than the Health Office.
- Health Office visits will be resolved as quickly as possible to avoid prolonged contact.

## **Students or Staff Who Show Signs of Illness at School**

Staff members that present COVID-19 symptoms will usually be sent home with a recommendation to see their health care provider. Staff members should contact the school before returning.

Students presenting COVID-19 symptoms will be referred to the Health Office. They will be sent home in most cases with a recommendation to see a health care provider.

## **COVID-19 Symptoms**

Anyone with these symptoms should not attend school and will usually be sent home. Symptoms may appear 2-14 days after exposure to the virus.

- Fever of 100 F or greater or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache (not due to a chronic condition)
- New loss of taste or smell
- Sore throat
- Congestion or runny nose (not due to known allergies)
- Nausea or vomiting
- Diarrhea

## **Health Office Response**

- Health office staff will wear appropriate PPE in conjunction with universal precautions and proper hand hygiene when working with students per CDC guidelines.
- Students that present symptoms will receive a surgical mask if tolerated and developmentally appropriate, and will be taken to a separate, evaluation room.
- The student's parents will be called to pick up their child. If a parent cannot be reached, the Health Office will begin calling emergency contacts.
- Students and staff will follow CDC guidelines for returning to school.

## **Picking Up Your Child from School**

- Parents and guardians are asked to call the school office to inform them they have arrived to pick up their child.
- A staff member will escort the student to the parent and/or guardian's car and ask the parent/guardian to sign out their child.

# Returning to School After COVID-19 Diagnosis or Exposure

## General

- Before returning to school after an illness or suspected illness, follow directives from the school's Health Office and from the DuPage County Health Department (DCHD).
- How long you must stay home varies. The District will follow all rules from the DCHD.

## Persons with COVID-19-Like Symptoms

- Persons presenting any of these symptoms will be sent home: fever (100.4°F or higher), headache, shortness of breath, cough, sore throat, vomiting, diarrhea, abdominal pain; congestion or runny nose; new loss of sense of taste or smell; nausea; fatigue; muscle or body aches.
- Expect to stay home for 10 days from the onset of symptoms.
- Return sooner than 10 days only by bringing a written note from your healthcare provider. The note must either confirm a negative COVID-19 test result or provide an alternative diagnosis for the symptoms.

## Persons with Diagnosed COVID-19 Illness

- Expect to stay home for 10 days from the onset of symptoms.
- Return only with your written release from the DCHD.
- Assist the District by providing names of persons you have been in close contact with.

## Persons Exposed to COVID-19 Illness but Without Symptoms

- "Exposed" means being within 6 feet of a positive case for at least 15 minutes over the course of one day.
- Expect to stay home for 14 days after last exposure.
- A test for COVID-19 is recommended for your own health but will not shorten the 14-day stay-at-home period.
- Return only with written release letter from the DCHD.

## Close Contact

- Close contact, according to the CDC, means being within 6 feet of another person for longer than 15 minutes.

# New Health Office Protocols

Due to the COVID-19 pandemic and guidance from ISBE, IDPH and DCHD, the Health Office will have new protocols in place for the 2020-2021 School Year. Health office staff will wear appropriate PPE in conjunction with universal precautions and proper hand hygiene when working with students per CDC guidelines.

## Evaluating Students

Students who are or might be ill will be separated when possible from other students in the health office.

## New Office Spaces

Health offices will allow for two areas for student care. One area will be dedicated to healthy students coming to the office for routine needs, medication, diabetic checks, first aid/injury assessment, etc. A second area will be dedicated to students/staff who are ill and are evaluated for possible infection.

## Maintaining Physical Distancing Between Students and Staff

- Staff should call or email the Health Office prior to sending a student to the Health Office to ensure physical distancing.
- Small cuts and bumps, minor complaints, and lost baby teeth should be managed in the classroom whenever possible. Classroom teachers will be provided with first aid kits.
- Staff concerned about a minor student complaint can call the Health Office.
- The Health Office will continue to monitor communicable diseases in each school and report to the District nurse. The Health Office will collaborate with attendance secretaries for absenteeism. DCHD will continue to be contacted with any reported communicable disease. Any follow-up, contact tracing, notifications per the DCHD will continue to be followed.

## Asthma Medications at School

- Students must provide a doctor's written order to carry inhalers.
- Asthma treatments using inhalers with spacers (with or without a face mask, according to each student's individualized treatment plan) are preferred over nebulizer treatments whenever possible.
- Nebulizer treatments at school should be reserved for children who cannot use or do not have access to an inhaler. Based on limited available data, it is uncertain whether aerosols generated by nebulizer treatments are potentially infectious.

## Picking Up Your Sick Child from School

- Parents and guardians should not enter the school. Instead, call the school office from your car or from the outside phone to inform them you have arrived to pick up your child.
- You might be asked to enter the school, or a staff member might escort the student to the school door to meet the parent or guardian.

# Transportation

All District 2 transportation services will follow the procedures and expectations outlined below that align with ISBE, IDPH and DCHD guidelines. These procedures will be updated with any change in guidelines and students and families will be informed of any changes procedures and expectations regarding transportation.

- All individuals on a bus must wear a face covering.
- For Plan A (all students attend in person), no more than 49 students will be on a bus at one time, sitting one or two to a seat.
- For Plan C (hybrid, with only some students attending), no more than 24 students will be on a bus at one time, sitting one to a seat.
- Students must complete self-certified COVID-19 symptom and temperature checks before boarding a bus.
- Drivers and monitors must wear approved and appropriate PPE and perform regular hand hygiene.
- Drivers and monitors must complete self-certified COVID-19 symptom and temperature checks before boarding a bus.
- Drivers and monitors who become ill during their route should contact their supervisor immediately, and the school and District should be notified.
- All physical changes to school transportation vehicles must meet Illinois Department of Transportation (IDOT) and Secretary of State rules and regulations.
- District 2 will install visual guides as needed to ensure that students comply with expectations set forth by ISBE, IDPH and DCHD (e.g., floor decals, colored tape, or signs to indicate where students should not sit or stand may be used to assist in compliance).
- Seating charts will be used on all routes. To the extent possible, students in the same household will be in a seat together for Plan A. There may be instances where students from different households will be placed on a seat together. Students board using a back to front pattern (first student on board proceeds to the rear of the bus and seats are occupied forward from there.)
- Schools monitor students at school loading and unloading zones.
- IEP or 504 teams will determine individual transportation needs for students who require special accommodations.
- Sanitization will be completed daily on vehicles used for student transportation using products that meet the EPA criteria and manufacturers' guidelines.

# Food Service

Lunches and breakfasts will be widely distributed around District 2 whenever remote instruction occurs. Watch for announcements and messages from the District.

During in-person instruction in Plan C (the hybrid plan), lunch will be “grab-and-go.” Students will take lunch home instead of eating at school. Instruction will resume at home after the lunch break.

Breakfast will not be served in-school during Plan C (the hybrid plan).

Later in the year, if a longer school day can be used that includes time for breakfast or lunch or both, then meal procedures will follow guidelines from ISBE and IDPH.

# 2020-2021 Learning Option Models

## Plan A: All Students Attend School for a Full Day of Attendance

In-person learning for all students every day is permitted option under guidance from the Illinois State Board of Education (ISBE) and the Illinois Department of Public Health (IDPH). Physical distancing would be as much as possible, but most cases would not be 6 feet. If additional teachers can be hired, then smaller class sizes would be established, especially in the youngest grades, using other spaces in the building.

	Pre-Kindergarten	Elementary/Middle School
Necessary Conditions to Allow for the All In-person Model	All Pre-K students return to school daily with physical distancing measures and appropriate PPE.	All students in Grades K-8 return to school daily with physical distancing measures and appropriate PPE.
Instructional Plan	Some spaces would be repurposed to allow for individualized related services and differentiation.	Students receive instruction in all core subject areas. Special programming such as EL and special education services, art, music, media center, Encore, and PE will be different due to facility space usage.
Technology Considerations		Tablets for students in Grades K-1, and Chromebooks for each student in Grades 2-8.
Physical Distancing	<p>Student work stations will be 6 feet apart as much as possible.</p> <p>Student transitions throughout the facility will be minimized and monitored.</p>	<p>In general education classroom spaces, student seats will be distanced between one another to allow for physical distancing.</p> <p>In intervention spaces, student seats will be 6 feet apart.</p> <p>Art and music will take place in the general education classroom.</p> <p>PE will be outside when weather permits, and allow for 6 feet physical distancing when indoors.</p> <p>Student transitions throughout the facility and classroom will be minimized and monitored.</p>

Required PPE	<p>Face masks are required for students and staff.</p> <p>Schools will implement breaks throughout the day where masks can be removed.</p>	<p>Face masks are required for students and staff. Schools will implement breaks throughout the day where masks can be removed.</p> <p>When working alone in a classroom or office, a staff member may remove his/her mask; any other potential breaks from wearing a mask will follow health department guidelines.</p>
Heath/Safety Protocols	<p>Health protocols established for students with symptoms of illness.</p> <p>Additional room for health assessment of symptomatic students.</p>	<p>Health protocols established for students with symptoms of illness.</p> <p>Additional room for health assessment of symptomatic students.</p>
Symptom Screening	<p>Home screening/symptom screening should be completed prior to school each day.</p>	<p>Home screening/symptom screening should be completed prior to school each day.</p>
Staff Training	<p>All staff will be provided training or direction in the following health and safety areas: enhanced cleaning practices; physical distancing guidelines; use of face coverings; screening practices; COVID-19 specific symptom identification; health-related protocols; and professional learning for staff.</p>	<p>All staff will be provided training or direction in the following health and safety areas: enhanced cleaning practices; physical distancing guidelines; use of face coverings; screening practices; COVID-19 specific symptom identification; health-related protocols; and professional learning for staff.</p>
Material Sharing	<p>Limit the sharing of materials and clean in between uses.</p>	<p>Limit the sharing of materials. Individual manipulative bags for students will be provided. Materials will be cleaned when appropriate.</p>
Cleaning, Disinfecting, and Ventilation	<p>Enhanced cleaning procedures before, after, and during the school day will be implemented.</p> <p>Desks will be cleaned before and after eating.</p> <p>Fresh-air intake for ventilation systems.</p>	<p>Enhanced cleaning procedures before, after, and during the school day will be implemented.</p> <p>Desks will be cleaned before and after eating.</p> <p>Fresh-air intake for ventilation systems.</p>

<p>Promoting Healthy Hygiene Practices</p>	<p>Students will receive lessons on handwashing and hygiene practices.</p> <p>Signage will be placed around the school regarding healthy hygiene practices.</p> <p>Hand sanitizer will be widely available.</p> <p>Schools will create structured bathroom breaks.</p>	<p>Students will receive lessons on handwashing and hygiene practices.</p> <p>Signage will be placed around the school regarding healthy hygiene practices.</p> <p>Hand sanitizer will be widely available. All Grade K-5 classrooms have sinks for handwashing.</p> <p>Schools will create structured bathroom breaks.</p>
<p>Lunch/Food Service</p>	<p>Snack time and water breaks will take place in the classroom with monitoring by staff.</p>	<p>Students eat in their classrooms. Food service will be grab and go food service only.</p>
<p>Transportation</p>	<p>Transportation is available but is limited to 49 students per bus route.</p>	<p>Transportation is available but is limited to 49 students per bus route.</p>
<p>Staff Expectations</p>	<p>All administrators, teachers and support staff will be expected to work onsite in school District facilities, within health and safety guidelines.</p>	<p>All administrators, teachers and support staff will be expected to work onsite in school District facilities, within health and safety guidelines.</p>

**Plan B: All Students Participate in 100 percent At-Home Remote Learning  
August 12, 2020-October 9, 2020 (Tentatively)**

	Pre-Kindergarten	Elementary/Middle School
Conditions to Allow this Plan	A 100 percent Remote Learning Model would be followed based on orders from the Governor's Office/Restore Illinois Phase Designation, ISBE, IDPH, DCHD, or action by the BSD2 Board of Education.	A 100 percent Remote Learning Model would be followed based on orders from the Governor's Office/Restore Illinois Phase Designation, ISBE, IDPH, DCHD, or action by the BSD2 Board of Education.
Instructional Plan	Students attend school remotely, following a modified schedule that aligns with the current half-day format. Play-based activities that can be appropriately supported in the home environment are incorporated.	Students attend school remotely, following a modified school schedule that adheres to ISBE's requirement of 5 clock hours; Attendance taken daily. Students will be supported by District 2 certified staff. Wrap-around support services will be provided for students (e.g., social work, counseling, related services).
Schedule	Pre-K instruction begins 100 percent remote August 17, 2020. Virtual home visits will be conducted on August 12, 13, and 14. Schedules communicated to parents by teachers through various technology, specifically SeeSaw, and phone blasts.	Schedules communicated to parents by teachers through various technology, specifically SeeSaw, and phone blasts.
Technology	Communication apps such as SeeSaw will be used to support home lessons.	The District will provide tablets for students in Grades K-1, and Chromebooks for students in Grades 2-8 for home use. At Grades K-2, communication apps such as SeeSaw will also be used.
Staff Expectations	All administrators, teachers and support staff will be expected to conduct remote instruction from District facilities, to the extent practical, and within health and safety guidelines.	All administrators, teachers and support staff will be expected to conduct remote instruction from District facilities to the extent practical, and within health and safety guidelines.

**Plan C: Students follow a Hybrid Learning Model**  
**Transition from Plan B -- 100 percent Remote Model to the Hybrid Model**  
**Tentatively Begins October 13, 2020**

	Pre-Kindergarten	Grades K - 8
Conditions to Allow this Plan	Students follow a hybrid schedule to reduce capacity at the building and allow for 6-foot physical distancing.	Students follow a hybrid schedule to reduce capacity at the building and allow for 6-foot physical distancing.
Instructional Plan	<p>Because Pre-Kindergarten student numbers by section are already aligned to social distancing guidelines, all Pre-K students will attend 4 days per week with a modified morning/afternoon schedule:</p> <p>Cohort A attends school for in-person instruction in the morning, Tuesday-Friday.</p> <p>Cohort B attends school for in-person instruction in the afternoon, Tuesday-Friday.</p> <p>Except for holidays, all students receive instruction 100 percent remotely on Mondays.</p> <p>While Pre-Kindergarten will look a bit different, the adjusted environment and practices will ensure that students engage in play in order to develop their language, concepts, and motor skills, as well as nurturing their social-emotional development.</p>	<p>Cohort A attends school for in-person instruction on Tuesdays/Wednesdays.</p> <p>Cohort B attends school for in-person instruction on Thursdays/Fridays.</p> <p>Except for holidays, all students receive instruction 100 percent remotely from home on Mondays; it is a blend of both synchronous and asynchronous instruction.</p> <p>For staff teaching the Academic Life Skills, Instructional Support Programs, Language and Social Skills Opportunities Program and the Social Support Programs, their students will attend four days a week during a hybrid schedule. Class sizes are smaller and within the guidelines for social distancing. Special precautions will be taken as necessary.</p> <p>Currently, IEP meetings will be held remotely. As we continue to follow the health department guidelines, this could change.</p>

<p>Schedule</p>	<p>While teachers are available within the 8:50 a.m.-3:30 p.m. time frame, the student schedule is customized. Each Pre-K teacher has her own customized, class schedule based on student needs that includes synchronous and asynchronous learning, inclusive of pre-recorded lesson videos for parent convenience. The Pre-K schedules and activities are communicated to parents through SeeSaw.</p>	<p>Blackhawk Middle School Schedule*: Arrival: 7:50 a.m. Dismissal: 11 a.m., with take-home lunch *Students and teachers resume synchronous and asynchronous instruction remotely from 12:30-2:55 p.m.</p> <p>Grades K-5*: Arrival: 8:50 a.m. Dismissal: 12 p.m., with take-home lunch *Students and teachers resume synchronous and asynchronous instruction remotely from 1:10-3:30 p.m.</p>
<p>Technology Considerations</p>	<p>Communication apps such as SeeSaw will be used to support home lessons. Parents must contact their school's principal if Internet access is not available to them.</p>	<p>Students in Grades K-1 will be provided with a tablet device; students in Grades 2-8 will be provided with a Chromebook that will be used at school and at home.</p> <p>Communication apps such as SeeSaw are used in Grades K-2. Parents must contact their school's principal if Internet access is not available to them.</p>
<p>Physical Distancing</p>	<p>Teachers will model social distancing and will wear facial coverings.</p> <p>Specific instruction on health, safety and social distancing protocols will be provided. This will include online videos provided to families to watch with students prior to the start of the school year to preview expectations before students begin school. Students will be given verbal reminders and visual cues to help learn about and practice social distancing.</p> <p>Social stories and role playing around social distancing practices will be utilized.</p> <p>Students will be assigned individual spaces within the classroom. Whole-class and small-group</p>	<p>Student desks will be 6 feet apart; instructional tables will not be used.</p> <p>Student transitions throughout the classroom and building will be minimized and monitored.</p>

	<p>instruction will be at a distance, utilizing technology and individual materials. The classroom will be divided into spaces for students to work and engage in exploration, investigation and play individually. Visual parameters will define areas of the classroom.</p> <p>Students will be given their own materials to use including writing materials, art supplies, and math manipulatives. Students will have individual book bags or bins in their own work space. Any items typically shared, such as books and puzzles, will be given to specific students for individual use for a period of time and sanitized before reassigned to other students.</p> <p>Whenever possible, outdoor learning spaces will be utilized to allow for increased movement for students.</p>	
Required PPE	<p>Face masks are required for students and staff.</p> <p>Schools will implement breaks throughout the day where masks can be removed.</p> <p>Parents need to contact their school's principal if their child has a verified medical or mental health condition that prevents them from participating safely in the in-person learning environment.</p>	<p>Face masks are required for students and staff.</p> <p>When working alone in a classroom or office, a staff member may remove his/her mask; any other potential breaks from wearing a mask will follow health department guidelines.</p> <p>Parents need to contact their school's principal if their child has a verified medical or mental health condition that prevents them from participating safely in the in-person learning environment.</p>
Health/Safety Protocols	<p>Health protocols established to separate students with symptoms of illness from others.</p> <p>Teachers will instruct students as to why sharing food, toys, and other materials is not healthy at this time.</p> <p>Instructions on handwashing, use of tissue, and coughing into one's elbow will be taught and practiced</p>	<p>Health protocols established to separate students with symptoms of illness from others.</p> <p>Age-appropriate instructional lessons regarding health/safety procedures embedded into curriculum.</p>

	<p>through the use of songs, rhymes and gestures.</p> <p>Books and other songs, poems, and visuals regarding health and safety will be read (i.e., <i>Germs are not for Sharing</i>).</p>	
Symptom Screening	In-school temperature and symptom screening will be conducted subject to change based on advice from the IDPH.	In-school temperature and symptom screening will be conducted subject to change based on advice from the IDPH.
Staff Training	All staff will be provided training on the new health and safety practices adopted this year, such as symptom identification and the use of the health office.	All staff will be provided training on the new health and safety practices adopted this year, such as symptom identification and the use of the health office.
Material Sharing	Limit the sharing of materials. Students will have their own in-school supplies; supplies for at-home remote learning will be disseminated at parent pick-up days on August 5, 6, and 7.	Limit the sharing of materials. Students will have their own in-school supplies; supplies for at-home remote learning will be disseminated at parent pick-up days on August 5, 6, and 7.
Cleaning and Disinfecting	<p>Frequently touched surfaces will be cleaned during the day and between half-day sessions in restrooms and hallways. Disinfecting wipes will be available in classrooms.</p> <p>After school, rooms and surfaces will be cleaned following CDC guidelines and using EPA approved anti-viral products.</p>	<p>Frequently touched surfaces will be cleaned during the day in restrooms and hallways. Disinfecting wipes will be available in classrooms.</p> <p>After school, rooms and surfaces will be cleaned following CDC guidelines and using EPA approved anti-viral products.</p>
Ventilation	Fresh air will be added to the schools continuously each morning for two hours before school begins, effectively replacing all the air in the schools. During the day, fresh air will continue to be added whenever rooms receive heating or cooling. More effective filters are installed in air-handling equipment.	Fresh air will be added to the schools continuously each morning for two hours before school begins, effectively replacing all the air in the schools. During the day, fresh air will continue to be added whenever rooms receive heating or cooling. More effective filters are installed in air-handling equipment.

Promoting Healthy Hygiene Practices	<p>Students will receive lessons on handwashing and hygiene practices.</p> <p>Signage will be placed around the school regarding healthy hygiene practices.</p> <p>Hand sanitizer will be widely available.</p>	<p>Students will receive lessons on handwashing and hygiene practices.</p> <p>Signage will be placed around the school regarding healthy hygiene practices.</p> <p>Hand sanitizer will be widely available.</p>
Transportation	TBD	Transportation is available. One student per seat will be planned.
Staff Expectations	All administrators, teachers and support staff will be expected to conduct hybrid instruction from District facilities, to the extent practical, and within health and safety guidelines.	All administrators, teachers and support staff will be expected to conduct hybrid instruction from District facilities, to the extent practical, and within health and safety guidelines.

### Students with Medical Conditions

Some students have medical conditions that might interact with COVID-19 exposure or with the health precautions the District is using to prevent that exposure.

Parents should always notify the Health Office about any condition listed on this page.

If your child has one of the following conditions, then you must provide a doctor’s written permission for the child to attend in-person learning. Your doctor may be able to provide this without an office visit. This permission must describe any modifications to the school environment that are necessary.

- Diabetes, even without other complications.
- Heart-related issues.
- Cerebral palsy.
- Spina bifida.
- Blood disorders.
- Cancer of any type.
- Acute seizures.
- Kidney disease.
- Immuno-suppressed diagnosis.

Other conditions might affect your child’s ability to wear a mask or perform other health practices required for in-person instruction. Examples are asthma, autism, or behavior concerns. You should consult with your child’s teacher before the school year starts.

## **Students with IEPs and 504 Plans**

Bensenville District 2 is committed to ensuring that our students with Individual Education Plans (IEPs) and 504 Plans are provided their educational services in compliance with all state and federal safety guidelines related to the COVID-19 Global Pandemic. We are committed to providing a free and appropriate public education (FAPE) pursuant to your child's IEP, regardless of how school looks during the various state phases.

### **Schools will ensure:**

- That any schedule modifications, necessary to comply with Illinois State Board of Education and Illinois Department of Public Health guidelines, will not negatively impact the delivery of special education services to our students with IEPs.
- Maintaining the proportionate percentage of students with IEPs in the general education classroom and approved age range when considering any class modifications.
- Contingencies are in place so that in the event that a teacher or related service provider must quarantine, IEP services will still be delivered by appropriately licensed providers.
- Movement plans are developed for students who require services outside of the general education classroom so that students can safely transfer within the building and maintain social distancing whenever possible.
- Students who spend more than 50 percent of their school day within District 2 special education classrooms, including Academic Life Skills, Instructional Support Programs, Language and Social Skills Opportunities Program and the Social Support Programs, will attend four days a week during a hybrid schedule. Class sizes are smaller and within the guidelines for social distancing. Special precautions will be taken as necessary.

## **Music Related Programming during COVID-19**

Music related programming in Bensenville District 2 will look very different during the 2020-2021 school year. The District is studying ways it may be able to offer music related programming safely for our students and will release additional information as we get closer to the start of the school year.

General music classes will continue; however, the curriculum will be modified to remove choral and singing activities and use of instruments and manipulatives will be limited.

From the ISBE-IDPH Part 3 Joint Transition Guidance:

“There is documented evidence of substantial spreading of the coronavirus during musical events caused by the possibility of droplet or fomite (objects or materials likely to carry infections) transmission.