Dear Madison County School Family,

Today, I am excited to share with you information regarding the MCSS Reopening Plan for the 2020-2021 school year.

Our first priority is the health and well-being of our students, faculty, and staff. We have built this plan using guidance and recommendations from local and state health officials as well as the Alabama Department of Education. We will be implementing rigorous protocols and standards to minimize risks associated with Covid-19 in every aspect of the day, from school bus transportation to our buildings and facilities. Our standards and procedures are listed in the plan and will be monitored continually taking into account the changing environment and risk levels.

In addition, this plan outlines the student instruction options offered to all Madison County students. Our goal is to have school operate in as close to a traditional model as possible. However, we understand that risk factors will play a significant part in determining if any changes are necessary in order to continue providing quality instruction in a safe manner.

Please take time to read the full plan and watch the video which can be found at MCSSK12.org. We have included a list of Frequently Asked Questions, along with a parent survey.

We will continue to provide updates and guidance as we navigate through the upcoming school year.

Sincerely,

Allen Perkins
Superintendent
Madison County Schools
Madison County School System Reopening Plan

The Madison County School System (MCSS), in partnership with the Alabama Department of Education, and in concert with Governor Ivey’s Public Health Order has developed requirements and recommendations to support schools in determining plans and strategies for reopening. The MCSS Reopening Plan provides a tiered approach with clear, actionable steps that are applicable throughout the 2020-2021 school year.

This plan is built upon the guidance and recommendations of health officials; it is strongly aligned to the reopening guidelines that have been provided by our state and federal leaders, and it is designed to help our district prioritize the health and safety of students and teachers as we open our school buildings and deliver instruction for the 2020-2021 school year. While the safety of our students and staff will be our top priority, it is important to note that some level of risk of infection will be present when attending schools.

The MCSS Reopening Plan focuses heavily on the health and physical requirements necessary for reopening school buildings. MCSS will continue to provide guidance and recommendations to schools on navigating the academic, social, and emotional effects of the COVID-19 pandemic on students and employees.

<table>
<thead>
<tr>
<th>Challenges with Wellness</th>
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<tbody>
<tr>
<td>In order for schools to operate in a traditional format this year, screening for symptoms and history of exposure will be very important. For students attending Madison County Schools, there is a continuum where wellness should be checked.</td>
</tr>
<tr>
<td><strong>Home</strong> is the first point on the screening continuum and therefore, the most important. It is critical to the health and safety of all involved that students and staff who exhibit symptoms stay home. Families are encouraged to self-report symptoms of illness, which could include fever, new onset of cough, etc. Parents are asked to conduct a health screening for their child prior to attending school and to stay home if they are running a fever higher than 100° or showing other symptoms.</td>
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<tr>
<td><strong>Transportation</strong> is the second point on the screening continuum. Staff will visually check for symptoms.</td>
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<tr>
<td><strong>School</strong> is the final point on the screening continuum. Staff will visually check for symptoms (which may include temperature checks) and/or confirm with families that students are COVID-19 symptom free.</td>
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<tr>
<td>Definitions</td>
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<tr>
<td><strong>Face Coverings</strong></td>
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# Addressing COVID-19 Spread in MCSS Schools

## Levels of Safety Measures

The following criteria will be used to determine our level of operation of each school and/or the school system:

1. The number and/or percentage of current cases in both a school and/or the school system
2. The number of staff and/or percentage of staff that are quarantine due to COVID-19 in a school and/or the school system
3. Recommendations from the Department of Public Health
4. Recommendations from the Alabama Department of Education

<table>
<thead>
<tr>
<th>LEVEL 1 - Minimal Spread</th>
<th>LEVEL 2 - Moderate Spread</th>
<th>LEVEL 3 - Substantial Spread</th>
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</table>
| - Face masks are required for staff and students.  
- Establish and maintain communication with local and state DPH officials  
- Post signage in classrooms, hallways, and entrances to communicate how to stop the spread, COVID-19 symptoms, preventive measures (including staying home when sick), good hygiene, and school/district specific protocols  
- Follow prevention guidelines (see Practicing Prevention)  
- Utilize the protocol for students/staff who feel ill/experience symptoms when they come to school (see When a Child, Staff Member, or Visitor Becomes Sick at School)  
- Accommodate needs of children, teachers/staff, and families at higher risk for severe illness to the extent feasible (see Protecting Vulnerable Populations for considerations)  
- Utilize protocols for students and employees who test positive for COVID-19 or have exposure to someone that is positive (see Positive Screening Protocol) | All requirements for Level 1 will continue unless modified below:  
- Implement enhanced social distancing measures (see Transitioning, Large Group Gatherings, and Teaching and Learning)  
- Face masks are required for staff and students.  
- Isolate and deep clean impacted classrooms and spaces  
- Adjust school schedule to limit density of people in school facilities and transportation vehicles to no greater than 50% maximum occupancy | - Schools are closed  
- Implement virtual learning (see Serving School Meals and Supporting Teaching and Learning).  
- Close facilities and wait a minimum of 4 hours before cleaning and disinfecting.  
- Teachers/employees will be allowed to use their classroom/workspace if needed to carry out their responsibilities. |
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<thead>
<tr>
<th>LEVEL 1 - Minimal Spread</th>
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<th>LEVEL 3- Substantial Spread</th>
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<tbody>
<tr>
<td><strong>District/School Guidance:</strong>&lt;br&gt;<strong>Schools are required to do the following:</strong>&lt;br&gt;● Face masks are required for staff and students.&lt;br&gt;● Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings.&lt;br&gt;● Provide hand soap or hand sanitizer, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas.&lt;br&gt;● Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols.&lt;br&gt;● Provide washable masks to all employees.&lt;br&gt;● Clean/disinfect frequently touched surfaces at least daily and shared objects after each use.&lt;br&gt;● Ensure all water systems and features are safe.&lt;br&gt;● Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, as long as this does not pose a safety or health risk to students or staff.&lt;br&gt;● Conduct deep cleaning of schools prior to students/staff returning; schedule periodic cleanings during weekends or school holidays/breaks (to the extent feasible).&lt;br&gt;● Provide social distancing floor/seating marking in waiting/reception areas.&lt;br&gt;● Parents conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures of 100° or greater should stay home.&lt;br&gt;● Employees self-screen for symptoms before departing for school.&lt;br&gt;<strong>It is recommended that schools do the following:</strong>&lt;br&gt;● Allow students and staff to bring hand sanitizer and face masks/coverings to use from home.&lt;br&gt;● Allow staff to wear face masks/covering, and other appropriate PPE as desired.&lt;br&gt;● Mark 6 feet of spacing to remind students and staff to social distance in lines and other areas where they may congregate.&lt;br&gt;● Provide marks on the floors of restrooms and locker rooms to indicate proper social distancing.&lt;br&gt;● Limit non-essential visitors and activities involving external groups or organizations.</td>
<td><strong>District/School Guidance:</strong>&lt;br&gt;<strong>All requirements for Level 1 will continue unless modified below:</strong>&lt;br&gt;● Face masks are required for staff and students.&lt;br&gt;● Ensure water fountains are only used to fill water bottles.</td>
<td><strong>District/School Guidance:</strong>&lt;br&gt;● Use social media and other forms of communication to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols.&lt;br&gt;● Encourage COVID-19 testing.&lt;br&gt;● Teachers/employees will be allowed to use their classroom/workspace if needed to carry out their responsibilities.</td>
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<tr>
<td>Level</td>
<td>Minimal Spread</td>
<td>Moderate Spread</td>
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| **District/School Considerations:** | Implement standard operating procedures along with the following preventative measures:  
- Face masks are required for staff and students.  
- Providing hand sanitizer for students and staff  
- Conducting cleaning of classrooms and high-touch surfaces each day  
- Encourage social distancing where feasible  
- Limit sharing of personal items  
- Survey families to gauge which students will conduct their schooling virtually during the 20-21 school year | | School buildings are closed. District/School Considerations:  
- Teachers/employees will be allowed to use their classroom/workspace if needed to carry out their responsibilities.  
- **Virtual Instructional Model**  
  - Chromebooks will be made available to students based on need  
  - Access to high-speed internet will be provided where needed and available  
  - Student lessons will be delivered through a learning management system  
  - Grades will be taken  
  - Attendance will be taken each day by logging into the LMS |
| **Traditional Instructional Model** | Develop a master schedule to balance classes as much as possible  
- Establish distance between the teacher desk/board and students' desks  
- Identify and utilize large spaces (i.e. auditoriums, outside spaces) for social distancing  
- Administer formative assessments at the start of the school year  
- Integrate a virtual component into the daily instructional plan to prepare students for a return to remote learning | |  
| **Virtual Instructional Model** | Students will have the option of either enrolling in the Madison County Virtual Academy (3-12) or taking virtual courses through their child’s school (K-12)  
- The online curriculum will meet the same standards as our local school curriculum, but it will not necessarily match the same pacing or activities that are delivered in school buildings.  
- Chromebooks will be made available to students based on need  
- Virtual option will follow the system calendar  
- Attendance will be taken each day by logging into the LMS  
- Grades will be taken  
- Reliable internet is necessary  
- Students will only be allowed to transfer from virtual to traditional at the end of each grading period  
- Electives may be limited for virtual students |  
| **Hybrid Instructional Model** | Elementary and Secondary A/B  
- Face masks are required for staff and students.  
- Goal of reducing the number of students in the schools each day to achieve social distancing guidelines.  
- Students in grades PK-12 are divided in half, with each half reporting to school on alternating days and participating in distance learning during days scheduled at home.  
- Change in Level 2: Hybrid  
  - **Group 1 Students with the Last Name A - K**  
    - In-person Instruction: December 7,8,14,15  
    - Remote Instruction: December 3,4,9,10,11,16,17,18  
  - **Group 2 Students with the Last Name L - Z**  
    - In-person Instruction: December 3,4,10,11,17,18  
    - Remote Instruction: December 7,8,9,14,15,16 | |  
| **Virtual Instructional Model** | Students will have the option of either enrolling in the Madison County Virtual Academy (3-12) or taking virtual courses through their child’s school (K-12)  
- Chromebooks will be made available to students based on need  
- Virtual students will follow the system calendar  
- Attendance will be taken each day by logging into the LMS  
- Grades will be taken  
- Reliable internet is necessary  
- Students will only be allowed to transfer from virtual to traditional at the end of each grading period  
- Electives may be limited for virtual students |
<table>
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<th>Supporting Teaching and Learning</th>
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<tr>
<td><strong>Alabama Literacy Act</strong></td>
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<tr>
<td>o For students who have been identified as having a reading deficiency, communication with family will occur within 15 days after the date they are identified as stated in the Alabama Literacy Act. Our district utilized ESGI to screen students entering Kindergarten. This was done virtually this year via Google Meet. All K students will be screened with AlaKiDS either in person or remotely. Those being screened remotely will utilize a survey developed by the district based on the AlaKiDS standards. In the fall, all students in grades 1-3 will be screened using the mCLASS reading assessment. This will be for those attending in-person and remotely. Our district has purchased two products as resources for reading support at-home. They are Fast ForWord and myON. Fast ForWord is a powerful intervention program that has given us incredible results for students with dyslexia, ELL, and other interferences to reading. Students utilize myON to have access to a large digital library of multiple genres and reading levels. Our district has employed two interpreters to support our Spanish speaking students/parents with access to these and any other remote learning issues.</td>
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<tr>
<td><strong>ACOS Alignment</strong></td>
</tr>
<tr>
<td>o Includes identification of teaching ACOS - Teachers in our district work in collaborative teams (by grade level or content departments) to identify essential standards and support standards for each grade level using the appropriate Alabama Course of Study. These standards are placed in a year-long series of unit plans. Each team develops common formative assessments around the essential standards to determine if students have mastered this information. If they have not, additional time and support is built into the school day to ensure these students are able to master the standards. Students receiving in-person instruction complete assignments delivered in a traditional manner and through a specified learning management system. Assignments are encouraged to be submitted through electronic means to minimize the handling of materials. Students in remote learning receive their assignments through one of the following learning management systems (SchoolsPLP, Google Classroom, or Canvas).</td>
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<tr>
<td><strong>High Quality Screeners and Diagnostics to inform Instruction (pgs. 25-28)</strong></td>
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<tr>
<td>o In grades K-3, students are assessed three times per year in reading using mCLASS and in math using i-READY. Students in grades 4-8 are assessed three times per year in reading and math using STAR. Students in 9th grade are assessed using Scantron. Collaborative teams in each school analyze this data to determine if students need extra time and support and to what degree. Students in need of on-grade level support will receive Tier II and those requiring foundational support will be placed in Tier III. All of the diagnostics that are being used are compared to the winter assessments from Dec. 2019-Jan. 2020 to determine any loss of learning as a result of the pandemic.</td>
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<tr>
<td><strong>Transporting Students</strong></td>
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<td><strong>LEVEL 1 - Minimal Spread</strong></td>
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<tr>
<td><strong>District/School Considerations:</strong></td>
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<tr>
<td>Implement standard operating procedures along with the following preventative measures:</td>
</tr>
<tr>
<td>- Face masks are required for bus drivers and students</td>
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<tr>
<td>- Provide hand sanitizer for students and bus drivers</td>
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<td>- Limiting field trips (to areas of limited/low transmission)</td>
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<td>- Cleaning and disinfecting frequently touched surfaces on the bus at least daily</td>
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<td>- Airing out buses when not in use</td>
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<td>- Assign seats to assist with contact tracing</td>
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### District/School Considerations: Serving Meals

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<tr>
<td><strong>Implement standard operating procedures along with the following preventative measures:</strong></td>
<td><strong>All requirements from Level 1 will continue unless modified below:</strong></td>
<td><strong>School buildings are closed.</strong></td>
</tr>
<tr>
<td>● Face masks are required</td>
<td>● Face masks are required</td>
<td><strong>School buildings are closed.</strong></td>
</tr>
<tr>
<td>● Providing hand sanitizer for students and staff</td>
<td>● Use disposable plates, utensils, etc.</td>
<td><strong>Practice established social distancing protocols to the greatest extent feasible</strong></td>
</tr>
<tr>
<td>● Allow student hand washing before and after meal service</td>
<td>● Adjust lunchroom usage to limit density of people to no greater than 50% maximum occupancy</td>
<td>● Provide PPE to participating staff</td>
</tr>
<tr>
<td>● Allow students and staff to wear face masks/coverings</td>
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<tr>
<td>● Conduct cleaning of cafeterias and high-touch surfaces throughout the school day</td>
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<tr>
<td>● No self-service</td>
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<tr>
<td>● Individual condiments</td>
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<tr>
<td>● Utilize plexiglass shields for cashiers</td>
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<tr>
<td>● Develop a serving model that promotes social distancing where feasible (see examples below):</td>
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<tr>
<td>● Serving meals in classrooms</td>
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<tr>
<td>● Serving meals in cafeterias with:</td>
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<tr>
<td>○ Spaced seating (utilize outdoor space as practicable and appropriate)</td>
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<td>○ Longer meal periods for more staggered meal delivery</td>
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<tr>
<td>○ Consider pre-packaged boxes or bags for each student instead of traditional serving lines. Avoid sharing of foods and utensils.</td>
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<tr>
<td>○ Mark spaced lines to enter the cafeteria and serving lines (to the extent practicable); designate entrances and exit flow paths; stagger use</td>
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### District/School Considerations: Transitioning

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<tr>
<td><strong>Implement standard operating procedures along with the following preventative measures:</strong></td>
<td><strong>All requirements from Level 1 will continue unless modified below:</strong></td>
<td><strong>School buildings are closed.</strong></td>
</tr>
<tr>
<td>● Face masks are required while transitioning</td>
<td>● Face masks are required while transitioning</td>
<td><strong>School buildings are closed.</strong></td>
</tr>
<tr>
<td>● Conducting cleaning of hallways and high-touch surfaces throughout the school day</td>
<td>● Limit mixing between groups (to the extent feasible)</td>
<td><strong>Practice established social distancing protocols to the greatest extent feasible</strong></td>
</tr>
<tr>
<td>● Designating areas of the hallway (i.e. lanes) to walk to keep students separated (to the extent feasible)</td>
<td>● For class changes and other transitions throughout the school day:</td>
<td>● Provide PPE to participating staff</td>
</tr>
<tr>
<td>● Where possible, designate hallways as one-way, posting directional arrows on walls and floors</td>
<td>○ Provide additional time for transitions</td>
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<td>○ Plan staggered class (ex: by hall, odd/even room numbers, grade/ discipline) changes to decrease the number of students in hallways at one time</td>
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<td></td>
<td>○ Have the same group of students stay with the same staff (all day for young children and as much as feasible for older children)</td>
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</table>
### LEVEL 1 - Minimal Spread

#### Conducting Large Group Gatherings

Applies to groups of 50 or greater for non-academic purposes

- District/School Considerations: Implement standard operating procedures along with the following preventative measures:
  - Face masks are required
  - Providing hand sanitizer for students and staff
  - If social distancing cannot be maintained, students and staff are required to wear face masks/coverings
  - Limiting unnecessary congregations of students and staff
  - Utilize virtual tools and platforms wherever possible to conduct essential business and keep in-person reporting to a minimum
  - Discourage the congregation of students in parking lots and common areas
  - For breakfast and lunch guidance (see Meal Service)
  - Follow AHSAA guidelines for sporting events and practices

#### Protecting Vulnerable Populations

Vulnerable Populations -- Individuals over the age of 65 and/or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

- District/School Considerations: Implement standard operating procedures along with the following preventative measures:
  - Establish a point-of-contact with the local health department
  - Systematically review all current health plans for accommodating students with special healthcare needs and update their care plans as needed to decrease the risk for exposure to COVID-19
  - Identify local COVID-19 testing sites
  - Provide hand sanitizer for students and staff
  - Provide washable masks to staff
  - Allow vulnerable students to complete their coursework virtually
  - Allow vulnerable students and staff to wear PPE throughout the school day (to the extent feasible)
  - Vulnerable staff can require students to wear a mask while in their classroom
  - Establish a process for regular check-ins with vulnerable students and staff
  - Allow an early transition for vulnerable students to go to classes
  - Limit large group gatherings/interactions for vulnerable students and staff
  - Adhere to FERPA and HIPAA requirements
  - Adhere to state and federal employment law and extended leave allowances

### LEVEL 2 - Moderate Spread

#### District/School Considerations:

All requirements from Level 1 will continue unless modified below:

- Face masks are required
- Abide by the maximum number of people allowed to congregate as defined by state and local health officials
- Stagger the schedule for large group gatherings (i.e. recess)
- Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing
- Masks are required

### LEVEL 3 - Substantial Spread

- District/School Considerations:
  - School buildings are closed.
# COVID - 19 PROTOCOL

<table>
<thead>
<tr>
<th>Who</th>
<th>Exposure, No Symptoms</th>
<th>Diagnosis, No Symptoms</th>
<th>Symptoms</th>
</tr>
</thead>
</table>
| **Staff or student reports they were exposed to someone with COVID-19 but is NOT symptomatic** | Notify the school nurse and follow the guidance  
Wear a face-covering  
Staff should Immediately go home  
Staff can participate in virtual teaching while out (if applicable)  
Staff can return to school once it has been 10 days since the last close contact (exposure*) with the person who is positive if asymptomatic.  
Notify the school nurse if symptoms develop | Notify the school nurse and follow the guidance  
Wear a face-covering  
Staff should Immediately go home  
The nurse will notify close contacts (exposure*) and send home (if applicable)  
The parent/guardian of students on the bus, group, or classroom with the confirmed case will be notified by letter  
Staff can participate in virtual teaching while out (if applicable)  
Staff can return to work if:  
At least 10 days have passed since the test. Staff should notify the school nurse if symptoms develop | Notify the school nurse and follow the guidance  
Wear a face-covering  
Staff should Immediately go home  
The nurse will notify close contacts (exposure*) and send them home (if applicable)  
The employee can participate in virtual teaching while out (if applicable)  
If an employee receives a negative COVID-19 test, the employee can return to work once there is no fever without the use of fever-reducing medications and they have felt well for 24 hours  
If the employee is diagnosed with COVID-19 or does not get tested, they can return to work when:  
• They have isolated at least 10 days after symptoms first appeared AND  
• At least 24 hours have passed since the last fever (without the use of fever-reducing medicines) AND  
• Symptoms have improved OR  
• Provide documentation from a physician indicating symptoms are not COVID-related and it is safe to return to work.  
If a positive diagnosis is reported during the school day:  
• Close off the area used by the symptomatic person THEN  
• Clean and disinfect the area |

| **Staff or student report they were diagnosed with COVID-19 less than 10 days ago but is NOT symptomatic** | Notify the school nurse and follow the guidance  
Wear a face-covering  
Staff should Immediately go home  
The nurse will notify close contacts (exposure*) and send home (if applicable)  
The parent/guardian of students on the bus, group, or classroom with the confirmed case will be notified by letter  
Staff can participate in virtual teaching while out (if applicable)  
Staff can return to work if:  
At least 10 days have passed since the test. Staff should notify the school nurse if symptoms develop |  |  |

| **Staff or student presents with symptoms consistent with COVID-19** (Loss of taste/smell, new cough, shortness of breath, fever, chills, headache, diarrhea, sore throat, fatigue, N/V, congestion/runny nose, body aches) | Notify the school nurse and follow the guidance  
Wear a face-covering  
Staff should Immediately go home  
The nurse will notify close contacts (exposure*) and send home (if applicable)  
The employee can participate in virtual teaching while out (if applicable)  
If an employee receives a negative COVID-19 test, the employee can return to work once there is no fever without the use of fever-reducing medications and they have felt well for 24 hours  
If the employee is diagnosed with COVID-19 or does not get tested, they can return to work when:  
• They have isolated at least 10 days after symptoms first appeared AND  
• At least 24 hours have passed since the last fever (without the use of fever-reducing medicines) AND  
• Symptoms have improved OR  
• Provide documentation from a physician indicating symptoms are not COVID-related and it is safe to return to work.  
If a positive diagnosis is reported during the school day:  
• Close off the area used by the symptomatic person THEN  
• Clean and disinfect the area |

| **Symptoms** |  |  |

*Exposure is generally defined as being within 6 feet for at least 15 minutes of someone who has a new loss of taste/smell or someone who has tested positive for COVID-19.*  
All information is based on guidance from the Alabama Department of Public Health  
Back to School Toolkit  
12/18/20
Screen for COVID-19

**NO FLAGS**
- Proceed to school

**EXPOSURE, NO SYMPTOMS**
- Cannot go to school
  - Home for 14 days since exposure

**DIAGNOSIS, NO SYMPTOMS**
- Cannot go to school
  - Home for 10 days since first positive COVID-19 test
    - OR
    - Provide documentation from a physician indicating your symptoms are not COVID related and it is safe for you to return to work/school

**DIAGNOSED; AT LEAST 1 SYMPTOM**
- Cannot go to school
  - Home until:
    - 10 days since first symptoms
    - No fever for 24 hours (without fever medicine)
    - 24 hours since improvement of respiratory symptoms
    - OR
    - Provide documentation from a physician indicating your symptoms are not COVID related and it is safe for you to return to work/school

- Fever
- Chills
- Shortness of breath/difficulty breathing
- New cough
- New loss of taste or smell