



Dongola Unit School #66

1000 High Street
P.O. Box 190
Dongola, IL. 62926

School Office- 618-827-3524
Fax- 618-827-4422
District Office- 618-827-3841
Fax- 618-827-4641

Dr. Paige Maginel
Superintendent

Mrs. Salina Hilliard
Principal

Mrs. Ellie Rush
Curriculum Director

Return to Learning Plan

Dongola Unit # 66 - 2021-2022

Revised 08-09-2021 Based on Executive Order Requiring Masking

This document serves as a plan for all employees and students of Dongola Unit #66 for in person and remote days. In person learning is learning that occurs in the traditional classroom setting. Remote learning is learning that happens outside of the traditional classroom because the student and teacher are separated by distance or time.

In Person Learning Schedules

Students enrolled in “in-person” learning will attend school from 8:00 a.m. until 2:00 p.m. on Monday and 8:00 a.m. until 3:00 p.m. Tuesday through Friday unless otherwise noted on the school calendar.

The following mitigations will be followed as we begin the year (and may change over time as COVID data warrants):

- Students will wash their hands before and after using technological items and eating.
- Hand sanitizer will be available for students to use as needed.
- Social distancing of at least 3 feet will be maintained in all possible areas. More than 3 feet of distancing is recommended when possible.
- Classrooms will be sanitized each evening using a sanitizing spray.
- Cafeteria tables will be cleaned and disinfected between classes.
- Students will have assigned seating and will remain with cohort groups in the classrooms and cafeteria. Breakfast will be eaten in classrooms.
- Hallway traffic will be scheduled to decrease the number of students in the hallway at one time.
- Dismissal will be staggered to control the number of students in one area at one time.
- Students and staff riding a bus for any reason will be required to wear a mask while on the bus.
- Water fountains will not be used. Students will have access to water bottle filling stations and should bring a plastic water bottle daily.
- Locker Rooms will not be utilized for physical education.

Board of Education

Philip Miller – President Mark Eddleman – Vice President Dana Eddleman – Secretary
Wayne Brown David Gaddis Brenda Hogue Cherie Wright

- Absences due to documented local health department quarantine or isolation order will not count when calculating semester exam policies.
- Per the executive order, masks are required of faculty staff and students in our building.

*Dongola Unit # 66 has the right to reinstate or change safety mitigations as needed based on community transmission, school transmission, vaccination status, and other metrics associated with COVID 19.

Health Certifications

All staff members are required to do a self-check to ensure they have no symptoms of COVID 19. These symptoms include fever of 100.4 or greater, chills, cough, shortness of breath, fatigue, muscle aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. Any staff member displaying any of these symptoms should remain home.

Parents are asked to screen their children daily for symptoms of COVID 19. These symptoms include fever of 100.4 or greater, chills, cough, shortness of breath, fatigue, muscle aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. Any student displaying any of these symptoms should be kept home from school.

It is recommended that staff or students displaying these symptoms should be seen by a physician or undergo testing for COVID 19 or return when they are symptom free.

Arriving at School

When students arrive at school, they will go straight to their classrooms. Breakfast will be served to all students in the classrooms. Students must remain at their desks and maintain social distancing while waiting for class to begin. Students should not arrive at school before 7:40 a.m. Dongola Unit District #66 will not provide supervision for any students who arrive before 7:40 a.m. and social distancing is not guaranteed.

Classrooms

Students and staff will continue to social distance as much as possible throughout the days. In most areas, it is expected that 3 feet of social distancing between each student and staff member will be maintained. However, if more room is available, students and staff will be encouraged to spread out.

Schedule changes provide the maximum social distancing available during class changes and lunch times. However, students and staff members are encouraged to monitor the number of people in each area and use as much social distancing as possible during these times.

Board of Education

Philip Miller – President	Mark Eddleman – Vice President	Dana Eddleman – Secretary
Wayne Brown	David Gaddis	Brenda Hogue
		Cherie Wright

All families are encouraged to follow CDC and IDPH guidance to make decisions regarding mitigations.

Due to the contact tracing that is necessary if any students become ill, each teacher will have a seating chart and a way to have students sign out when leaving the classroom. Everyone leaving a room will need to write every location they are planning to visit on this sign out sheet when leaving the classroom.

Classroom items may be shared during in person learning. Each student will use hand sanitizer or wash hands thoroughly before and after using shared items. Students are encouraged to have their own supplies so that less shared items are needed. Each classroom will be sprayed every evening with sanitizing spray to ensure that COVID 19 germs are eliminated daily. Staff members are encouraged to wipe down regularly touched classroom items such as doorknobs and pencil sharpeners frequently with sanitizing wipes.

District #66 encourages teachers to use outdoor areas for student learning and eating. Students are not required to wear masks when outside as long as social distancing occurs.

Chromebooks will be used during in-person learning. Teachers are encouraged to use this technology to show students learning techniques that are available if a switch to full remote learning is needed. Each student will be assigned a chromebook for their use. Chromebooks may be sent home nightly, depending on the grade level of the student. All chromebooks that are sent home should return to school fully charged the following day.

Remote Learning

Long Term Remote Learning - Parents/guardians may request remote learning for their students at the beginning of the year and at semester break by completing a REMOTE LEARNING APPLICATION. This application requires a note from a doctor stating that the student or a family member has an underlying health condition and that being exposed to COVID 19 would be detrimental to the child's health. In this situation, Dongola Unit #66 will provide an electronic platform for instruction.

District #66 will provide a subscription to an electronic learning platform for students who are accepted into remote learning through the application process. These students will not have a District #66 teacher and will need someone to serve as a learning coach at home. Grading will also be completed by the electronic, digital service program. Due to the cost of these subscriptions, parents/guardians who apply for and are accepted into this program will not be able to sign up for in-person learning until semester break.

Short Term Remote learning - Dongola Unit #66 can switch to full remote learning which will be taught by our faculty if there is a spike in community transmission or in school transmission of COVID 19. In this event, students will bring home their chromebooks in order to participate in remote learning. Students are expected to complete work daily during remote learning and turn it in via chromebooks.

Board of Education

Philip Miller – President	Mark Eddleman – Vice President	Dana Eddleman – Secretary
Wayne Brown	David Gaddis	Brenda Hogue
		Cherie Wright

Illness

If a student or staff member has a fever of 100.4 degrees or more or starts to exhibit symptoms of COVID 19 while at school, he or she will be issued a mask and immediately go to the school nurse. The nurse will assess the student and contact parents/guardians. This student will be quarantined at the school until parents arrive and all areas of the school where this student or staff member made contact will be disinfected with a sanitizing spray before students and other staff members are allowed to return to that area. Students and staff members who exhibit symptoms are encouraged to be seen by a physician or undergo COVID 19 testing as soon as possible.

Quarantine or Exclusion

Students who are placed in quarantine by the local health department or excluded from school based on the IDPH Exclusion Decision Tree will be given homework assignments to complete, just as they would during any other illness. The teacher may put helpful information on the school webpage to assist students with any lessons they are completing at home. The teacher may also offer Zoom calls, Google Meets, or video chats, if needed. If the student or parent/guardian needs guidance regarding any assignment, please contact the teacher by email or phone so that they can schedule a time to provide assistance. Homework assignments will be due within three days of returning to school after a quarantine or exclusion period unless other arrangements with the classroom teacher are made.

Visitors

Visitors should be kept to a minimum. A drop box for items that students forgot or paperwork that needs to be turned in will be available in front of the school building. Please call the office if it is something your child needs right away.

Visitors to the building will need to sign in and provide a name, address, and phone number where they can be reached. This will only be used for the purposes of contacting the visitor if he/she has been exposed to COVID 19. Visitors will also be screened for a fever and symptoms upon entry to the building. Visitors will not be allowed beyond the main office unless approved by an administrator.

Activities

Activities that are required during Remote Learning Days must meet the state learning standards. The State Superintendent has determined that days of instruction during a public health emergency must include at least 5 clock hours with all academic subjects being taught daily. Remote learning activities are recommended to teach new content, in efforts to move education forward with the focus of learning being the prerequisite items that are needed for each grade level. Remote learning activities can include videos, real time instruction, individual student work, small group work, etc.

Board of Education

Philip Miller – President	Mark Eddleman – Vice President	Dana Eddleman – Secretary
Wayne Brown	David Gaddis	Brenda Hogue
		Cherie Wright

Communication

Teachers must be available for communication with parents and students from 8:00 a.m. to 2:00 p.m. daily during Remote Learning Days. Teachers may utilize e-mail, but must have an alternate mode of communication, such as phones, for those without internet access. Staff members will be responsible for checking emails and voicemail messages during this time.

Parents/Guardians and students who need to communicate with teachers should email the teacher or call them during the office hours. The teacher will provide contact information on their personal Remote Learning website. Because the district understands that parents are still working while remote learning occurs, teachers will do their best to answer emails and voicemails as quickly as possible. However, any calls or emails left after 1:00 p.m. may not be returned until the following day. Please do not call or text any teachers after 8:00 p.m.

Grades

Teachers are required to take grades during Remote Learning. Teachers can take grades on homework, quizzes, tests, and completed assignments. If a student fails an assignment, they will be given one chance to redo the assignment to raise their grade in the circumstance of remote learning. It is recommended that the student consults with the teacher before attempting the assignment again. If the student fails a second time, the higher grade of the two will be recorded. While parents are encouraged to help their children with their school work, it is strongly recommended that students complete the given work themselves. If students do not complete the tasks themselves, they will not be prepared for the learning that will occur when in-person learning resumes.

Special Education Considerations

Classroom teachers and special education teachers will work together to create remote learning materials for students with special needs. Typically, the general education teacher will prepare a packet with all learning information and the special education will remove any subjects they teach and replace it with appropriate work for that child. All guidelines of the students Individualized Education Plan will be followed.

Lunches

Lunches will be provided during Remote Learning. There will be a variety of hot and cold lunches offered throughout the duration of Remote Learning. Students will be able to pick up their lunches at 11:00 daily at the front doors of the school. The students will pick up their lunch as well as their breakfast for the next day.

In order to be put on the list for lunches during remote days, parents must sign up during registration.

Anyone who calls before 8:00 a.m. on a remote day will receive their lunch that day. Anyone calling after 8:00 a.m. will not receive a lunch that day due to the time for preparation that is needed.

Board of Education

Philip Miller – President	Mark Eddleman – Vice President	Dana Eddleman – Secretary
Wayne Brown	David Gaddis	Brenda Hogue
		Cherie Wright

Discipline

During Remote Learning all students will abide by the student handbook rules for behavior. Please remember that online learning is a privilege. We want every student to participate in online learning, if possible. However, disrespect and disruptive behavior online will not be tolerated. If a student does not follow guidelines for behavior, they will face consequences when school is reinstated to in-person learning and may be required to complete learning packets rather than participate in online learning for the remainder of Remote Learning. Misbehavior during remote learning activities could also have an impact on a student's conduct grade.

Increased Mitigations

The CDC and IDPH recommend that school use layered mitigations to combat COVID 19. Dongola Unit #66 is doing that through social distancing as much as possible, increased cleaning and sanitizing of hands, items, and rooms. Because the number of cases in the area can quickly increase and decrease, Dongola Unit #66 reserves the right to re-introduce any/all mitigations as needed. These decisions will be made when data demonstrate an increase in COVID 19 cases and transmission within the school or area.

****This document is merely a summary of regulations and rules regarding remote learning. District #66 Board of Education and administration reserves the right to make changes or additions to this plan at any time if it is deemed necessary.**

Board of Education

Philip Miller – President	Mark Eddleman – Vice President	Dana Eddleman – Secretary
Wayne Brown	David Gaddis	Brenda Hogue
		Cherie Wright