



Ralston
PUBLIC SCHOOLS

Ralston Public Schools Return To Learn 2020-2021 Transition to Green Instructional Level

Why the Transition to the Green Instructional Level?

- In order to improve upon student academic performance and growth
- Concern for student mental health and well-being
- A decrease in the number of students taking advantage of food availability
- To provide students more time with educators and school staff
- Neighboring districts have maintained or transitioned to five day in-person learning with larger student populations

Transition Timeline Dates

- **Thursday, January 21st** - Intent form open for transition between in-person learning and the Extended Campus Learning Program.
- **Friday, February 5th** - Intent form deadline for transition between in-person learning and Extended Campus Learning Program.
- **Tuesday, February 16th** - NO SCHOOL (PK-12) for staff preparation for in-person learning.
- **Monday, February 22nd** - Grades PK-8 return to five day, in-person learning.
- **Monday, March 1st** - Grades 9-12 return to five day, in-person learning.

Procedures and Protocols

Daily Schedule

- Arrival and dismissal times will remain the same as the Yellow Instructional Level. This will allow our educators extra planning time and our custodial staff extra time to further clean our school buildings.
 - Pre-K & Elementary: 8:00 am to 2:00 pm
 - Middle School: 8:00 am to 2:04 pm
 - High School: 8:00 am to 2:30 pm
- Red Square/Blue Triangle concept and calendar will NO LONGER be applicable.

Health and Safety

Masks

- Every student, staff, and visitor will be required to wear masks while on any campus.
- Periodic mask breaks will be conducted when social distancing can be achieved.
- Masks will be expected to be worn in a manner that covers the mouth and nose area.
- Exceptions to wearing a mask could be documented through medical, behavioral, or developmental issues or concerns causing impairment.
- Disposable masks will be available at every campus location as needed.
- Refusal to Wear a Mask - The District's Extended Campus Learning Program will be the option for students who refuse to wear a mask.

Social Distancing in the Green Level at School

- Social Distancing is defined as creating physical space between individuals.
- To the best of our ability while masked, try to stay at least 3 feet from others in the classroom.
- Try to limit large group gathering or crowded spaces when possible.
- When possible, masked, and to the best of our ability, try to maintain the 6 feet (about 2 arm's length) of social distance in other areas of the building.

Student and Employee Daily Screening Guide

- Using the [Student Symptom Checker App](#) or asking the screening questions, parents will screen children at home daily for temperature, runny nose, cough, and other symptoms.
- Using the [Student Symptom Checker App](#) or reviewing the screening questions, staff screen daily at home for temperature, runny nose, cough, and other symptoms.
- Students and staff **DO NOT** report to school if symptomatic. Families are asked to contact the District's COVID Hotline (402-898-3474) and also a medical professional for further evaluation.
- District Health Team will follow up with any student or staff member who calls in sick to school to visit about symptoms, provide guidance, and answer any questions.

Hand-Washing

- **High Emphasis on Hand Washing:** Teaching, reinforcing and practicing proper hand washing. Work to schedule opportunities for students and staff to wash their hands (with soap) multiple times throughout the school day. This includes when entering the building, entering and exiting classrooms, entering and exiting the cafeteria, and when exiting the building. (Green and Yellow Levels)
- **Hand Sanitizer:** Every building and every classroom will be equipped with a hand sanitizer sprayer. Adults will use a sprayer to sanitize their own hands and the hands of their students on a regular basis. The sanitizer is 70%-80% alcohol based and should be used on hands only. Staff members are to control the use of sanitizer.

Cleaning - CDC Guidelines will be Followed

- **Cleaning and Disinfecting High Touch Surfaces** - This includes tabletops, countertops, light switches, doorknobs, pencil sharpeners and cabinet handles. Custodial staff will be cleaning and disinfecting throughout the day. Disinfecting of individual classrooms will be the responsibility of the staff members in the room. A disinfecting solution spray bottle and towels will be provided for every classroom. This

cleaning can take place during transition periods. Towels will be exchanged on a daily basis. Disposable gloves will be worn by staff when using chemicals for disinfecting.

- **Playgrounds:** District staff are to clean areas frequently touched on playground equipment as their group leaves the playground.
- **Disinfectant Fogger Cleaning Machines:** Classrooms and common areas at each school will be “fogged” using a disinfectant spray by our custodial staff every night.

Classroom Instruction

- **Homework:** Students will no longer have asynchronous/on their own learning every other day. Students may be assigned homework similar to a typical year.
- **Technology Change:** Elementary students will no longer bring home devices on a nightly basis. Teachers will communicate with their students when the technology needs to be returned to school. Seventh through twelfth grade will continue to bring home devices daily.
- **Learning in Quarantine:** Students who are in quarantine will be able to Zoom into the classroom to engage in a webinar type format during their quarantine time frame. Elementary students will be able to temporarily check out a device to take home if they are on quarantine.
- **Expectations for Extended Campus:** Students in Extended Campus will be expected to follow the Extended Campus Expectations. Failure to follow these expectations may result in a student returning to in-person learning.

Communication

- RPS will continue with the District Weekly Communication every Thursday at 6 pm to District families.
- Individual schools will continue their Sunday weekly communication to parents.
- RPS will continue our process and procedures in communicating positive COVID-19 District cases to families.
- Teachers will **NO LONGER** need to send weekly learning plan information to families.

Contact Tracing

- Members of the District’s Health Team will continue to work with the Douglas County Health Department. Administrators and staff will conduct contract tracing in all our buildings.

Transportation

- **Assigned Seating:** Students from the same household may sit together, all other students should be sitting independently.
- **Masks:** All staff and students will be required to wear masks while using the bus. Drivers will have masks available for any students that do not have their own. Reusable masks should be collected as a student exits the bus. They will be placed into a plastic bag and will be washed before being redistributed.
- **Hand Sanitizer:** Drivers will spray hand sanitizer on the hands of each student as they enter the bus. Spray bottles will be provided to each driver and should be kept by the driver during the route.
- **Arrival:** Upon arrival, students should maintain social distancing, rather than lining up next to each other to leave the bus. The driver will instruct students on how to maintain social distancing.
- **Between Routes & End of Day:** When drivers have completed their route, they are to

return to the Central Office. Buses will be wiped down between routes. At the end of each day, buses will return to the Central Office where a disinfectant fogger machine will go through each bus to further sanitize it for the next day.

Specific Building Plans

- **Building Procedure Adjustments:** By allowing significant time for the transition to the Green Instructional Level, specific changes to each building plan are currently in development by the Administration. Districtwide information will be communicated in the district message, and buildings will communicate adjustments at their building. These changes include but are not limited too: lunch, mask breaks, pick-up and drop-off procedures, passing periods, and extracurricular school activities.
- **Large Assemblies:** Schools will continue to not schedule or conduct large all-school assemblies.
- **Outside Visitors:** During the school day, outside visitors will be limited based on school business. Appointments will need to be made prior to any visit with the building Administration.