

Cannon County Schools Reopening Plan 2020-2021

“Engaged in Excellence EVERY Day”



Disclaimer

We have developed this plan to assist in the navigation of the reestablishing of reopening our schools. This plan has been developed for our employees, students, and families to feel safe and to reduce the impact of COVID-19 upon returning to school. The guidelines referenced in this document are based upon the guidance from the Centers for Disease Control and Prevention (CDC), the Tennessee Department of Health, and applicable federal, state, and local agencies.

**** As of August 11th, 2020 - Updates in Yellow**

Plan is subject to change

***Approved 7/23/2020 at the SPECIAL CALLED MEETING of the Cannon County Board of Education**

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July 27th, 2020

Cannon County Schools Family,

Welcome to the 2020-2021 school year! No doubt this year will offer many unique challenges and opportunities for growth. As we enter this journey together we respectfully ask for your patience, cooperation, flexibility, and goodwill. Please know, as we navigate this pandemic, our Cannon County Schools TEAM is fully committed to children in our district and working together to achieve OUR MISSION – “Preparing All Students for Their Future!”

In light of the ongoing situation with COVID-19, we must remain open-minded and flexible as we begin the school year. As we have learned, change is happening every day and sometimes even every few hours. Our experiences in the past few months have proven that working cooperatively and showing care for each other offers the best chance for successful outcomes. We immensely appreciate your partnership and will work to ensure that OUR Goal to “**Provide a SAFE and SUPPORTIVE LEARNING Environment**” is achieved EVERY DAY! This will allow your student to have the greatest opportunity to learn, grow, and thrive during this unprecedented time.

While planning for the school year, Cannon County School System leaders have been committed to utilizing all available information and gathering feedback from a wide variety of stakeholders. All parents were given the opportunity to provide input through an online survey. We have also conducted in-person meetings with several stakeholder groups during the “Reopening process.” Our Reopening Task Force consists of district administrators, principals, school board members, the local Cannon County Education Association President, many local officials including representatives of the local health department, Cannon County EMA, Law Enforcement, Cannon County Community healthcare providers, and community members. We are continuously consulting with the Tennessee Department of Education, fellow Upper Cumberland school systems, other school systems in Tennessee, as well as, local officials in Cannon County as we plan for the opening of our schools.

Our ongoing mission is to provide a high-quality education for the children of this community while at the same time ensuring the safety of our students, families, and staff. We are also mindful that we must honor the many viewpoints surrounding COVID-19 and any impact our plans may have on families and the Cannon County Community. We hope this handbook will provide you with guidelines and practices to support our MISSION and VISION – “New E3 – Engaged in Excellence EVERY Day” and establish a team effort in taking care of ALL OUR students - together.

Please keep in touch with your child’s Teacher, Principal, and me if needed. Thank you in advance for your assistance in aiding the US together for your most precious gift – YOUR child and OUR student to advance in their learning.

Sincerely,



William F. Curtis, Director
Cannon County Schools

Section 1 - Health and Safety:

GOAL: To provide a safe and supportive learning environment.

The Cannon County School System formed a Reopening of Schools Committee consisting of sub-committees to develop protocols to ensure the safe reopening of schools. This plan was developed in collaboration with local government entities, the Tennessee Department of Education, the Tennessee Department of Health, and private health care professionals. Regular updates will be made to this plan based on information provided by the CDC, TN Department of Health, and applicable federal, state, and local agencies.

Safety of Students, Staff, and Visitors

Wellness

The novel coronavirus (SARS-CoV-2), which has resulted in the Covid-19 pandemic, has presented challenges to every aspect of our world, including the need to prematurely close, and now struggle with the reopening of our schools. The following are general guidelines and considerations as our schools prepare for the return of students and staff in the safest manner possible. While no single action will eliminate the risk of transmission of the virus within a school or school district, implementation of several coordinated interventions may significantly reduce that risk.

Student and staff safety measures

- All students and staff will be screened before entering buildings. Temperatures will be taken on arrival at school for ALL STAFF and ALL STUDENTS.
- To mitigate the spread of the virus, parents please do not send your child to school if your child answers yes to any of the following questions.
 1. Have you had a fever?
 2. Have you had chills or body aches?
 3. Have you had a new cough, shortness of breath, or respiratory issues?
 4. Have you recently had a loss of taste or smell?
 5. Have you had vomiting or diarrhea?
 6. Have you been around someone that has had fever, cough, or respiratory issues?
 7. Have you been around someone who has tested positive for COVID-19?
- Masks are optional for students/ staff on campus but strongly recommended. Any masks worn MUST follow dress codes (i.e no politically, religious, racially or ethnically based content, no skulls, no profanity, no gang affiliated colors, etc.).

- Masks are required for any students riding morning bus routes until proper screening is complete upon arrival at school

Visitors on Campus

- Due to safety and health considerations during the COVID-19 pandemic, Cannon County Schools will monitor visitors on campuses. Visitors will be required to answer COVID-19 health screening questions per CDC/Dept of Health guidelines. Appointments are strongly encouraged.

School Protocols

- Breakfast and lunch time will be restructured to allow children to eat in their classrooms, outdoor spaces, or small groups in the cafeteria.
- Students and staff should be reminded to wash their hands for 20 seconds or use hand sanitizer before and after eating and practice good personal hygiene throughout the day.
- Social distancing is strongly recommended since it is an effective means of preventing potential infection. All students, staff, and visitors are encouraged to maintain 6 feet away from others and eliminate contact with others when possible.
- Schools will be limiting mass gathering, unless appropriate social distancing can be maintained.
- Classrooms and schedules will be structured in such a way as to facilitate social distancing to the extent possible.
- Student pick up and drop off plans will be developed by each individual school.

Sanitation

- Hand sanitizer will be available at each school.
- Training will be provided to all custodians and staff on proper cleaning techniques.
- Employees are encouraged to disinfect their own personal work space and classrooms. Principals will develop schedules and protocols for high touch surfaces.
- Water bottle refill stations will be placed at all schools. Students will need to bring water bottles to school until installation is completed. Schools will also provide additional sources of water.

Protocol for Sick Children and Staff

While we all hope to avoid exposure to illness related to COVID-19, we need to be prepared for that possibly. Students with symptoms of COVID-19 within the last week such as:

- fever of 100.4 F
- cough
- shortness of breath
- new loss of taste and/or smell
- sore throat
- diarrhea
- vomiting
- unexplained rash

should not come to school or will immediately be sent home from school if COVID-19 symptoms start at school. Parents should contact the Cannon County Health Department at 615-563-4243 or their medical provider for guidelines regarding testing of student or further recommendations.

Any student or staff who has been in close contact (within 6 feet for >10 minutes) of a person with suspected or confirmed COVID-19 must quarantine at home for a period of 14 days from their last exposure to that individual. This is not optional.

Symptoms that occur after arrival to school

The school nurse/designee will assess symptoms and if needed, call to have the student picked up from school. Students who are present with fever, coughing, upper respiratory symptoms, new loss of taste and/or smell, sore throat, diarrhea and/or vomiting will be required to wear a face mask until picked up from school. Such students will be kept isolated from other students and staff, but will still be monitored. Each school will designate an area for students and/or staff for this purpose. Students should be picked up within 30 minutes from the time of the call by the school nurse.

Return of students sent home

- Students and staff who have been diagnosed with COVID-19, or whom have been in quarantine due to exposure to a suspected or confirmed case of COVID-19, are NOT required to provide proof of a negative COVID-19 PCR test or a note of clearance from a health care provider or the Department of Health prior to returning to school but MUST meet ONE of the criteria below:

• Students and staff may return to school if the answer to ANY of the following questions is YES:

o Did the individual have a positive COVID-19 PCR/antigen test (with or without symptoms), complete isolation for a minimum of 10 days from the onset of symptoms (or the date of the positive test, if asymptomatic) AND have resolution of fever (without fever-reducing medication) AND improvement in COVID-19 symptoms for at least 24 hours? If so, the individual may return to school. No medical evaluation or proof of negative COVID-19 test is required.

o Was the individual quarantined for 14 days due to exposure to a suspected or confirmed case of COVID-19? If that individual has remained asymptomatic and has completed the 14- day quarantine period, the individual may return to school. No medical evaluation or proof of negative COVID-19 test is required. If symptoms developed during the quarantine period, the individual must complete isolation as above.

o Does an individual who was ill with symptoms of COVID-19 have written documentation from their medical provider confirming their illness was not due to COVID-19 because another explanation was identified? If so, the individual may return to school at the direction of their medical provider if they have been without fever (without the use of fever reducing medications) for at least 24 hours and symptoms have been improving. Examples of acceptable diagnoses would include fever due to urinary tract infection, strep throat confirmed by a positive strep test, rash from poison ivy, etc. Diagnoses of respiratory and viral conditions such as upper respiratory tract infection (URI), pneumonia, pharyngitis without positive strep test, viral illness, etc., DO NOT exclude the diagnosis of COVID-19 and should not be considered adequate to authorize return to school until another criterion is met. Individuals with symptoms consistent with COVID-19 who are without an acceptable alternative diagnosis are treated as infected and are to isolate for 10 days from the onset of their symptoms AND have resolution of fever (without fever-reducing

medications) AND improvement of symptoms for at least 24 hours before returning to school unless the next criterion is met.

o Does an individual who had symptoms of COVID-19 without documentation of an alternative diagnosis and without a positive COVID-19 test during this illness have a negative COVID-19 PCR test after the onset of their symptoms? If so, the individual may return to school if fever has resolved without fever-reducing medications and symptoms have been improving for at least 72 hours. This does not apply to anyone who had a positive test at any point during the illness — that individual must isolate for a minimum of 10 days from the onset of symptoms (or the date of the positive test, if asymptomatic) AND have resolution of fever (without fever-reducing medication) AND have improvement in COVID-19 symptoms for at least 24 hours.

o Has an individual who had any symptoms of COVID-19, but who was never tested during that illness and has no confirmed alternative diagnosis, completed isolation for a minimum of 10 days AND had resolution of fever (without fever-reducing medications) AND improvement in COVID-19 symptoms for at least 24 hours? If so, the individual may return to school. No medical evaluation or proof of negative COVID-19 test is required.

See TN Department of Health Matrix on the following page:

<u>Situation</u>	<u>Return to School</u>	<u>Required Documentation</u>
Positive COVID-19 test	After 10-day isolation AND 24 hours without fever (without fever-reducing medication) AND improvement in symptoms	None
Close contact (within 6ft, ≥10 minutes) with an individual with suspected or confirmed COVID-19	After 14-day quarantine if individual never developed symptoms. If symptoms developed, individual must complete isolation as above	None
COVID-19 symptoms with confirmed alternative diagnosis	Per medical provider guidance if fever has resolved for ≥24 hours and symptoms are improving	Written documentation from licensed medical provider that symptoms were caused by a condition other than COVID-19. Diagnoses of respiratory and viral conditions such as upper respiratory tract infection (URI), pneumonia, pharyngitis without positive strep test, viral illness, etc., DO NOT exclude the diagnosis of COVID-19
COVID-19 symptoms AND NO positive COVID-19 test AND Negative COVID-19 test <u>after</u> symptom onset	After fever has resolved without fever-reducing medications and symptoms have been improving for at least 72 hours	Documentation of a negative COVID-19 PCR test obtained <u>after</u> onset of symptoms
COVID-19 symptoms AND No testing	After 10-day isolation AND 24 hours without fever (without fever-reducing medication) AND improvement in symptoms	None

Contact your building administrator for more information concerning how absences and school work will be handled due to COVID-19 absences.

Please help us to keep our students, families, and staff healthy and safe by communicating with your school principal and school nurse if you have any questions or concerns.

Staff Health Protocol

Faculty/Staff exposed to a person who has tested positive for COVID-19 should stay home in accordance with federal, state, and local orders in force at the time of exposure. If the positive person was a household contact, you may need to stay home longer. The health department will offer direction on a case by case basis.

If an employee becomes ill at work with COVID-19 symptoms (please see the list above), he/she will be asked to leave work and contact the Cannon County Health Dept. at

615-563-4243 or his/her medical provider for guidelines regarding COVID-19 testing and/or further recommendations.

Each employee has 14 calendar days per school year to utilize for any COVID-19 ONLY health-related issues. Employees who become ill or have been exposed to someone with COVID-19 need to utilize their 14 COVID-19 days before utilizing their sick, FMLA, or personal days. See Shannon Bacon for more information.

To help mitigate the spread of COVID-19 in your school, contact your local health department as soon as you are made aware of a suspect or confirmed case of COVID-19 to begin contact tracing.

- Students and staff who have been diagnosed with COVID-19, or whom have been in quarantine due to exposure to a suspected or confirmed case of COVID-19, are NOT required to provide proof of a negative COVID-19 PCR test or a note of clearance from a health care provider or the Department of Health prior to returning to school but MUST meet ONE of the criteria below:

- **Students and staff may return to school if the answer to ANY of the following questions is YES:**

- o **Did the individual have a positive COVID-19 PCR/antigen test (with or without symptoms), complete isolation for a minimum of 10 days from the onset of symptoms (or the date of the positive test, if asymptomatic) AND have resolution of fever (without fever-reducing medication) AND improvement in COVID-19 symptoms for at least 24 hours? If so, the individual may return to school. No medical evaluation or proof of negative COVID-19 test is required.**

- o **Was the individual quarantined for 14 days due to exposure to a suspected or confirmed case of COVID-19? If that individual has remained asymptomatic and has completed the 14- day quarantine period, the individual may return to school. No medical evaluation or proof of negative COVID-19 test is required. If symptoms developed during the quarantine period, the individual must complete isolation as above.**

- o **Does an individual who was ill with symptoms of COVID-19 have written documentation from their medical provider confirming their illness was not due to COVID-19 because another explanation was identified? If so, the individual may return to school at the direction of their medical provider if they have been without fever (without the use of fever reducing medications) for at least 24 hours and symptoms have been improving. Examples of acceptable diagnoses would include fever due to urinary tract infection, strep throat confirmed by a positive strep test, rash from poison ivy, etc. Diagnoses of**

respiratory and viral conditions such as upper respiratory tract infection (URI), pneumonia, pharyngitis without positive strep test, viral illness, etc., DO NOT exclude the diagnosis of COVID-19 and should not be considered adequate to authorize return to school until another criterion is met. Individuals with symptoms consistent with COVID-19 who are without an acceptable alternative diagnosis are treated as infected and are to isolate for 10 days from the onset of their symptoms AND have resolution of fever (without fever-reducing medications) AND improvement of symptoms for at least 24 hours before returning to school unless the next criterion is met.

o Does an individual who had symptoms of COVID-19 without documentation of an alternative diagnosis and without a positive COVID-19 test during this illness have a negative COVID-19 PCR test after the onset of their symptoms? If so, the individual may return to school if fever has resolved without fever-reducing medications and symptoms have been improving for at least 72 hours. This does not apply to anyone who had a positive test at any point during the illness — that individual must isolate for a minimum of 10 days from the onset of symptoms (or the date of the positive test, if asymptomatic) AND have resolution of fever (without fever-reducing medication) AND have improvement in COVID-19 symptoms for at least 24 hours.

o Has an individual who had any symptoms of COVID-19, but who was never tested during that illness and has no confirmed alternative diagnosis, completed isolation for a minimum of 10 days AND had resolution of fever (without fever-reducing medications) AND improvement in COVID-19 symptoms for at least 24 hours? If so, the individual may return to school. No medical evaluation or proof of negative COVID-19 test is required.

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COVID-19 symptoms AND NO positive COVID-19 test AND Negative COVID-19 test <u>after</u> symptom onset	After fever has resolved without fever-reducing medications and symptoms have been improving for at least 72 hours	Documentation of a negative COVID-19 PCR test obtained <u>after</u> onset of symptoms
COVID-19 symptoms AND No testing	After 10-day isolation AND 24 hours without fever (without fever-reducing medication) AND improvement in symptoms	None

Employees returning to work from an approved medical leave must submit a Return to Work note from the health department or medical provider to your supervisor before returning to work. The supervisor will forward the note to HR. Please help us to keep our students, families and staff safe and healthy by communicating with your school about your qualifying medical conditions.

Section 2 - Attendance:

Student Attendance Procedures for Hybrid and Remote Learning- Cannon County Schools Board Policy 6.200

Attendance is a key factor in student achievement, and therefore, students are expected to be present each day school is in session. Under Cannon County Schools Hybrid and Remote learning models, all students are expected to participate in both synchronous and asynchronous instruction at times assigned by the student's teacher. Asynchronous instruction may include independent work, teacher-assigned individual or group projects, audio- or video-recorded lessons, or online class modules, or other appropriate methods as determined by the school and/or teacher.

Teachers will grade and provide feedback to students for both face to face instruction and remote learning opportunities. Teachers will enter grades into Skyward where families and students can log into for grades. Teachers will take attendance daily and provide individual feedback to students at least twice weekly through Google Classroom, phone conversations, emails, and/or virtual meetings.

Daily Attendance Based on Meaningful Student Engagement and Interaction

Tennessee Board of Education Rule 0520-01-17-.01 requires student attendance to be recorded daily when students are participating in remote instruction. Cannon County Schools Board Policy 1.801 requires students to participate a minimum of seven (7) hours total for all grades. Cannon County Schools will consider students who are interacting and responding to remote instruction as "in attendance." This may include, but is not limited to, any of the following:

- Student submission of an assignment;
- Student completion of an online assessment;
- Student participation in synchronous learning in an online classroom;
- Student submittal of work via hard-copy or virtual formats;
- Student-initiated phone call, email, and/or other digital communication or responses to teacher email; and/or
- Other evidence of participation as determined by the principal or designee.

Attendance is not based on solely assignment completion. Teachers will be responsible for monitoring student participation in remote learning and reporting attendance to principals daily.

Procedures for Staff Coding of Attendance

The new 2020-21 attendance code **D, Distance Learning**, will be used for positive attendance reporting to track students that actively participate in instructional distance learning. Anytime distance learning is used to provide instruction, it should be considered a positive 'D' attendance code on the student's attendance record. Students that are physically in the building during the school day would continue to report attendance as appropriate. Students that are participating in virtual learning will take ownership of their attendance by logging into the approved Google Format each morning by 7:45 AM. It is recommended to start logging in at least 5-10 minutes before 7:45 AM in case technical issues arise. Students will follow the schedule set by their teacher. Teachers will record attendance for virtual learners by 9:15 a.m. In the event that a child is absent on a school day when he/she is expected to participate, the school should report the day absent as excused or unexcused, just as they would for a regular absence. Because the 'D' attendance code is used for tracking positive attendance, it will not be included in the chronic absenteeism rate.

Excused and Unexcused Absences

Cannon County Schools Board Policy 6.200 defines excused and unexcused absences. These definitions will also apply during Hybrid and Remote Learning models. In order to receive excuse absences from remote learning, the parent/guardian or student is responsible for submitting the appropriate documentation for those categories defined in Policy 6.200, which includes:

Absences shall be classified as either excused or unexcused as determined by the principal/designee. Excused absences shall include:

1. Personal illness/injury;
2. Illness of immediate family member;
3. Death in the family;
4. Extreme weather conditions;
5. Religious observances;
6. Pregnancy;
7. School endorsed activities;
8. Summons, subpoena, or court order; or
9. Circumstances which in the judgment of the principal create emergencies over which the student has no control.

Absences shall be classified as either excused or unexcused as determined by the principal or his/her designee. Parents must submit documentation of a student's absence within 3 days of absence. After this time, notes will not be accepted. Written excuses can be submitted via fax, email, or in person to the designated school authority.

Maximum of 5 parent notes will be accepted each year.

Interventions

All students on either Hybrid or Remote Learning will have access to whole child supports and interventions (counselors, nurses, etc.) as needed. Cannon County Schools will utilize the Cannon County Attendance Tier Intervention Plan to address absences and assess problems that may be deterring a student from attending school. Students will enter the tiers after the third unexcused absence. Parents will be contacted via email, phone, or in person to identify issues that may be preventing student attendance and access to learning. Additional tiers will be used to address further unexcused absences and to improve school/student attendance. All attendance meetings and/or contacts with students can be made remotely or in person.

Tier 1- Three Days Unexcused-Action Level- School

Teacher/Principal

- Teacher phone call to parent- Documentation sent to principal.
- Develop and sign an attendance contract with students.
- Bright Arrow Notification
- Student Progress will be monitored on a regular basis and additional communication with the home (calls, meetings, home visits) will be scheduled as needed.

Tier 2- Five Unexcused Days-Action Level- School/Community Supports

Principal

- Schedule a conference with parents/students.
- Conduct an individual attendance assessment to identify the barriers impacting attendance.
- Develop an intervention plan to address the barriers.
- Refer the student to school-based services which may include counselor, nurse or special education (students with IEP).
- Assign a mentor within the school.
- Letter will be sent after 5 days of unexcused absence.

Tier 3- Eight Unexcused Days- Action Level-School and District

Director of Attendance and Principal

- Current intervention plan and contract submitted to the Director of Attendance.
- Make referral to the Department of Children's Service, if attendance is impacting academic growth at the level of educational neglect.
- Utilize Health Connect Service within the school setting where available.
- Refer the student to district-based services which may include Children's' Advocacy Center, Coordinated School Health, School Psychologist.
- Other School-based community support services

Ten days Unexcused-

Director of Attendance and Principal

- 10-day letter sent to the parent (School) and copy of the Attendance Intervention Checklist to the Director of Attendance. (Principal or Designee)
- Letter sent to parent concerning Truancy Court date (Director of Attendance)
- Referral made to Truancy Court (Director of Attendance)
- Possible petition filed with Juvenile Court (Director of Attendance)

Section 3 - Transportation:

- Bus drivers will be following COVID screening protocols prior to beginning routes.
- Masks are required for any students riding morning bus routes until proper screening is complete upon arrival at school.

Field Trips:

- Cannon County Schools will not permit field trips until further notice.

Athletics:

- All athletics will follow TSSAA guidelines and recommendations.

Section 4 - Academics:

Cannon County Instructional Day for K-12

Blended Learning in Person or Distance

Cannon County Instructional Day is 7 hours

RTI will be included in Expanded Learning/Flexible time expectation for T1, T2, T3, and Special Education needs.

Family and teacher connections will be increased to include daily attendance checks.

Teachers will post available communication modes and times on their website. Most teachers have phones in their classroom or will be receiving them soon.

Grade Level Time Expectations - As required by Tennessee State Law

Grade Level	Time Expectation	Expanded Learning/Flexible Time
K- 2nd Grade	3.5 hours per day <ul style="list-style-type: none"> ● 60 minutes read aloud ● 60 minutes of skills ● 60 minutes of math ● 30 minutes of content areas - Social Studies and Science 	3 hours/day <ul style="list-style-type: none"> ● Physical education ● Music ● Art ● Read 20 minutes/day ● Library
3rd & 4th Grade	4 hours per day <ul style="list-style-type: none"> ● 60 minutes for read-aloud ● 30 minutes of literacy ● 30 minutes of independent reading, reading tasks or writing prompts ● 60 minutes of math ● 60 minutes of content areas - Social Studies and Science 	2.5 hours/day <ul style="list-style-type: none"> ● Physical education ● Music ● Art ● Library
5th - 8th Grade	4.5 hours per day <ul style="list-style-type: none"> ● 90 minutes, per day English/Language Arts ● 90 minutes, per day for math ● 45 minutes, per day for science ● 45 minutes, per day for social studies 	2 hours/day <ul style="list-style-type: none"> ● Physical education ● Music ● Art ● World Languages ● Electives/CTE
9th - 12th Grades	4 hours per day <ul style="list-style-type: none"> ● 40-60 minutes, per day for English ● 40-60 minutes, per day for math ● 40-60 minutes, per day for science ● 40-60 minutes, per day for social studies 	2.5 hours/day <ul style="list-style-type: none"> ● Physical education ● Music ● Art ● World Languages ● CTE

PreK and Kindergarten

Early Literacy

(60–105 minutes)

15–30 minutes of live or recorded knowledge-building content (K: Amplify CKLA)

30–45 minutes of teacher-led foundational skills lessons (K: Amplify CKLA and TDOE Foundational Skills)

15–30 minutes of decodable practice (K: Amplify CKLA)

Early Math

(60–90 minutes)

15–30 minutes of live or recorded conceptual math learning (Bridges or Eureka)

30 minutes of exploratory numeracy activities (Bridges or Eureka) **15–30 minutes of numeracy practice** (this practice could be completed with a staff member, family member, or in small groups using LMS options)

Physical Activity

(30–60 Minutes)

Students should be encouraged to play and move for 30 to 60 minutes of every day. The department recommends that these activities do not occur using screen time.

Exploratory Activities

(30–60 Minutes)

In-person learning would focus on center-based learning, science explorations, and authentic inquiry. Schools could choose to accomplish these activities through weekly kit-based learning, or the activities could focus on home-based play with things like Legos, Magna Tiles, manipulatives, plastic action figures or cars, outdoor spaces, and plastic measuring equipment.

These are sample schedules. Individual schools and classrooms may vary.

K-5 Elementary Schedule

7 hours Instructional Day

K-2 Sample Schedule

Synchronous Instruction

	Distance Learning	In Person
7:45 - 8:00	Morning Meeting (Attendance, Preparing technology, Morning whole child check, Launch for literacy)	

8:00 - 9:05	Synchronous Foundational Skills Instruction with discussion and feedback	
9:05 - 10:05	RTI, SPED, and learning loss (possible options: schedule remote students with one interventionist so instruction can occur live daily, remote students join synchronously with appropriate RTI group, MWF teacher directed, TTH computer modules/teacher recorded content)	
10:05 - 10:55	Asynchronous Knowledge Building (Amplify digital resources, TDOE recorded lessons, OR teacher recorded videos) OR Join synchronously with teacher directed Reading Block: Read-Aloud, Discussion, and Guided Questions	Teacher directed Reading Block (Knowledge Building): Read-Aloud, Discussion, and Guided Questions
10:55 - 11:25	LUNCH	LUNCH
10:55- 11:15	Asynchronous Foundational Skills Independent Practice + finish other literacy tasks or digital learning module	Foundational Skills Continued + finish other literacy tasks
11:15 - 11:30	Recess	Recess
11:30 - 12:30	Synchronous Math Instruction with discussion and feedback	
12:30- 1:00	Asynchronous Math Content or practice (TDOE recorded lessons, teacher recorded lesson, or teacher recorded videos) OR Join synchronously with Teacher Directed Math Block	Math practice and feedback
1:00 - 2:00	Asynchronous Science and SS Content (teacher recorded videos or textbook online materials)	Science and SS Instruction/Exploration Activity
2:00 - 2:45	Specials (PE, Library, Guidance, Computer, Art) Teacher/ Parent Check - ins and/or collaborative planning	Specials (PE, Library, Guidance, Computer, Art) and/or collaborative planning

Sample Grade 3-5 Schedule
Synchronous Instruction

	Distance Learning	In Person
7:45 - 8:00	Morning Meeting/Attendance, Preparing technology, Morning whole child check	

8:00 - 9:05	RTI, SPED, and learning loss (possible options: schedule remote students with one interventionist so instruction can occur live daily, remote students join synchronously with appropriate RTI group, MWF teacher directed, TTH computer modules/teacher recorded content)		
9:05 - 10:05	Synchronous Literacy Content and Instruction using Amplify with discussion and feedback		
10:05 - 10:35	Asynchronous Reading Content (Amplify digital resources, TDOE recorded lessons, OR Edgenuity) OR Join synchronously with teacher directed student literacy practice with feedback	Teacher directed student literacy practice with feedback	
10:35 - 10:50	Recess - Physical Movement	Recess	
10:50-11:25	Synchronous Math Instruction with discussion and feedback		
11:25 - 11:40	Asynchronous Math Content or practice (TDOE recorded lessons, teacher recorded lesson, teacher recorded videos, or textbook online materials) OR Join synchronously with Teacher Directed Math Block	Math practice and feedback	
11:40 -12:10	Lunch	Lunch	
12:10 - 1:10	Asynchronous Science Content (teacher recorded videos or textbook online materials) OR Join synchronously with Teacher Directed Science Block	Science Instruction/Exploration Activity	
1:10 - 1:55	Specials (PE, Library, Guidance, Computer, Art) Teacher/ Parent Check - ins and/or collaborative planning Could be synchronous	Specials (PE, Library, Guidance, Computer, Art) and/or collaborative planning	
1:55 - 2:55	Asynchronous SS (teacher recorded videos or textbook online materials) OR Join synchronously with teacher directed SS block	Science SS Instruction/Exploration Activity	
2:55 - 3:00	Quick Check In	Quick Check In	Quick Check In

6-8 Middle Grades Schedule

7 hours Instructional Day

7:45 am-8:00 am	Morning Meeting/Attendance, Preparing technology, Morning whole child
7:50 am-10:00 am	Reading Block: Read Aloud, Discussion, and Guided Questions Join synchronously with teacher Writing and Tier II and III rotations
10:00 am-10:30 am	Physical Activity
10:30 am-11:15 am	Math Instruction Module Join synchronously with teacher
11:15 am-12:00 noon	Math Practice
12:00 noon-12:30 pm	Lunch
12:30 pm-1:15 pm	Science Instruction Module and Activity Join synchronously with teacher
1:15 pm-2:00 pm	Social Studies instruction Module and Activity Join synchronously with teacher
2:00 pm-2:30 pm	Library, Exploration, Elective Rotation Could be synchronous
2:30 pm-2:45 pm	Afternoon Meeting

High School Schedule

7:35 am-8:25 am	Class Period 1 Join synchronously with teacher
8:30 am-9:15 am	Class Period 2 Join synchronously with teacher
9:15 am-9:40 am	Instructional Focus: remediation and enrichment
9:45 am-10:35 am	Class Period 3 Join synchronously with teacher
10:40 am-11:55 am	Class Period 4 and Lunch Join synchronously with teacher 1st Lunch: 10:40 - 11:05 2nd Lunch: 11:05 - 11:30 3rd Lunch: 11:30 - 11:55
12:00 noon-12:50 pm	Class Period 5 Join synchronously with teacher
12:55 pm-1:45 pm	Class Period 6 Join synchronously with teacher
1:50 pm-2:40 pm	Class Period 7 Join synchronously with teacher

Academic Counseling Guidelines

Cannon County High School will have one full-time counselor and one teacher who will have administrative responsibilities with free class periods as well as a credit recovery teacher and full time Health Connect Counselor to provide whole-child support. Counselors will adhere to the following guidelines:

HS Counselor and staff – Responsible for all students in grades 9-12.

K-8 school counselors will help with rising freshmen and transitions.

Office hours: 7:30-3:00 In addition to providing whole-child counseling support daily throughout the school year (both in-person and virtually/remotely), the counselors will be responsible for providing academic guidance for all students (those attending in-person and those attending virtually) within their grade bands. The following will be provided:

- Reviewing student schedules to ensure all students are taking courses to complete their program of study and stay on-track to graduate.
- Reviewing student schedules to ensure students are taking courses that align with their postsecondary goals.
- Meeting with each student in October-December to discuss course selection for the 2021-2022 school year, post-secondary plans, etc.
- Identifying students who have credit deficits and enrolling them in credit recovery courses after or during school.
- Identifying students who would be eligible for dual enrollment or dual credit courses and enrolling them in those classes.
- Assisting students with signing up for the ACT and enrolling students in ACT prep.
- Updating the school website to include videos and/or resources regarding academic counseling topics, ACT tips, scholarship opportunities, tips for being successful in high school, etc.

All other schools in the county (elem and middle) will have part-time counselors who will serve students from 7:30-3:00 daily. These counselors will be responsible for the following:

- Providing whole-child supports, both in-person and virtually.
- Providing academic counseling and referring students to academic tutoring/ESP

opportunities when necessary.

- Providing career lessons and post-secondary exposure opportunities.
- Assisting 8th graders with completing 6-year plans.

Instructional Materials, Grading, and Feedback For Face to Face Instruction and Remote

These are the adopted curriculum materials for Cannon County School District. If a digital platform is not available, materials will be uploaded into Google Classrooms for remote access. Consumable materials may be sent home for remote learners but to the extent possible, all materials should be in Google Classrooms and completed work will be in Google Classrooms.

IXL online will be provided for all students as an RTI and supplementary curriculum.

Teachers will be expected to follow the pacing guides that will be developed during district PLCs. The schedule for PLCs will be created once we have started school. Current pacing guides can be found in the grade level Google Folder.

Teachers will grade and provide daily feedback to students for both face to face instruction and remote learning opportunities. Teachers will enter grades into Skyward where families and students can log into for grades. Teachers will take attendance daily and provide individual feedback to students at least twice weekly through Google Classroom, phone conversations, emails, and/or virtual meetings.

K-5

Reading: Amplify CKLA Knowledge and Foundational Skills, TDOE Foundational Skills

Math: Bridges (Auburn, ESS, Woodland), Eureka (SMS, Woodbury), IReady (WSS)

SS: Social Studies Weekly (Grades K-2 and Unit Starters) Gallopade (Grades 3-5)

Science: Inspire (Grades 3-5) Unit Starters and Amplify CKLA (Grades K-2)

6-8

ELA: My Perspectives

Math: Carnegie

SS: McGraw Hill

Science: Pearson

High School

ELA: My Perspectives

Math: Carnegie

SS: Pearson

Science: Pearson\

All other contents may vary so check with the teacher.

Learning Loss and Remediation Instructional Gaps and Special Education

Instructional Gaps

Schools will use data from baseline assessments to determine where gaps exist with each school. Larger than normal gaps should be expected with our significant instructional time lost in the spring of 2020.

Gaps will be addressed in small groups and during the Tier I remediation, or Tier 2/3 interventions.

All students will be learning in Core Instruction with grade appropriate standards and adopted curriculum.

Data sources:

- Winter 2019/2020 Benchmark data from AimsWeb
- Diagnostic Assessments from instructional programs
- Baseline assessments such as TDOE formative TCAP assessments

Data coaches will collect benchmark data from Winter 2019 and work with classroom teachers in Data PLC meetings to create plans and tiered interventions for all students. Data PLCs will meet at least every 4.5 weeks but are expected to meet weekly until plans are in place. **18**

Special Education

- Any student receiving IEP services who is considering moving to a remote learning plan should have a plan developed to create appropriate educational strategy with expectations related to daily participation in learning activities, accommodations, and intervention.
- Parents and staff with questions related to a student's IEP may contact Julie Vincent (Julie.Vincent@ccstn.net) at Cannon County Schools.

Student Expectations

- Expectations for students will be the same whether they are participating remotely or in person.
- Students will be required to complete all assignments given by their teachers in Google Classroom.
- Student work will be graded and count towards the student's nine-week average.
- Students will receive quality, timely feedback from their teachers.
- Students should expect to spend approximately 7 hours per day completing school work.
- Some students may need additional time or complete the work in slightly less time. The goal is the submission of quality work for all assignments.
- Remote learning assignments should be submitted digitally through Google Classroom based on Tennessee state curriculum standards expectation and Cannon County adopted curriculum materials.

Section 5 - Technology:

Cannon County Schools uses various technology resources to provide collaboration, communication, and feedback for students and parents. Reliable internet connection is required for those who choose the distance learning option.

- Teachers will create and keep updated information on their website
- Skyward Student Information System supplies a parent portal to update records, view student progress, register new students, and push notifications to families/students.
- Goggle is the district learning management system that will be used daily to post content for students in the traditional and distance learning path.
- Google Meet and Zoom can be used for video conferencing with students in grades PreK-12 and to record content.
- Tech coaches available at each school.

To assist students who do not have internet access at home, additional WIFI hotspots will be installed soon at each school campus to extend access to the parking lot.

Teachers and School Technology Coaches will provide students the first level of support regarding technical assistance. Any technical assistance that cannot be remedied at this level will be escalated to the Technology Department through the Technology Help Desk system. In cases where more urgent response is needed, the Tech Department staff may be contacted directly via phone, text, or email.

Section 6 - Communications:

Communication during the Reopening of Cannon County Schools for the 2020-2021 School Year is ESSENTIAL to the safe and efficient learning environment of our students. There are MULTIPLE means and levels to maintain two-way communication with the School District and our seven (7) Schools in Cannon County with parents/guardians and other stakeholders. These modes of communication include at the Classroom-Level: one-to-one telephone voice communication, emails, and Remind Notifications for individual classroom information and Google Classroom, with Skyward being utilized to update attendance, grading, and contact information; At the School-Level: Weekly newsletters are sent out to all parents/guardians through print form, email, and Remind with urgent messages sent via the Bright Arrow system to text messaging and email accounts to those individuals signed up, each school has a Website and Facebook page that is updated on a near daily basis for the latest information; On the District-Level telephone voice communication, emails, are used for two-way communication; the Director of Schools is the PIO (Public Information Officer) for Cannon County Schools and sends Press Releases to multiple Cannon County Media Outlets – Newspaper/Website *Cannon Courier*, Radio Station/Website WBRY, and multiple local Facebook outlets, as well as, the District website (ccstn.net) contains the latest Press Releases and Urgent Information. We are in the process of establishing a Twitter account for Cannon County Schools for more of a social media presence. Through these means Cannon County Schools does its utmost to “get the word out” regarding the near daily/hourly changes due to COVID-19.

Emergency Communications are handled through the Cannon County Schools Central Office via Bright Arrow via pre-determined templates for various scenarios with contact information included for two-way communication. In a virtual setting if applicable, families will have daily communication with Teachers through Google Classroom and Remind. Most all families in Cannon County have telephonic devices for communication, however written copies are available of newsletters and other notices in the school office, district office, and the school and district websites are adaptable for mobile devices; Principals and Teachers are very observant to those parents/guardians that have limited technology and send information via other family members that are more technologically literate. The district and school’s websites allow parents to view important school information in their preferred language. We have a very small Hispanic population and our individual schools aid in this specific language needs, as well as, our ESL Educator and one of our SROs is a skilled Spanish Interpreter that we utilize across the District. Cannon County Schools strive to notify the entire Cannon County

Community through its partnership with the local media in regular events, but in emergency situations the local media has been extremely cooperative to make sure that ALL Community members are informed regarding these unanticipated events.

Appendix



Cannon County Schools Reopening Framework 2020-2021

Transition for Level Green Opening: These Groups of students will report to their schools all day:

August 11: Grades 1, 2, 9 August 12: 3, 4, 5, 10 August 13: 6, 7, 8, 11, 12 August 14: All Grades/Students

PK and K: Check with your school for individual schedule

METHOD	Level Green *TRADITIONAL COVID-19 Community Spread -LOW County Active Case Rate TBD TN DOH	Level Yellow BLENDED LEARNING COVID-19 Community Spread - MODERATE County Active Case Rate TBD TN DOH	Level Red VIRTUAL/REMOTE LEARNING COVID-19 Community Spread - HIGH County Active Case Rate TBD TN DOH
SCHEDULE	<ul style="list-style-type: none"> All students/staff in physical buildings on regular schedule Breakfast and lunch served 	<ul style="list-style-type: none"> A/B Model for learning Some students in physical building and some learning remotely/virtual Breakfast and lunch served 	<ul style="list-style-type: none"> All students learning remotely/virtually Meals served per available funding.
HEALTH AND SAFETY PROTOCOLS	<ul style="list-style-type: none"> Daily temperature checks for all staff/students Emphasis on social distancing Enhanced hand washing and cleaning, disinfecting and sanitizing of building and buses Limited visitors to building (appointments needed) Masks Strongly Recommended Masks required on Morning Bus Routes 	<ul style="list-style-type: none"> Same protocols as in the Traditional Learning plan. 	<ul style="list-style-type: none"> Daily temperature checks for staff working in Schools and/or Meal Distribution Sites.
ACADEMIC TEACHING AND LEARNING	<ul style="list-style-type: none"> Regular Classroom Instruction 	<ul style="list-style-type: none"> Regular classroom instruction on days at school and remote/virtual learning on days not present at school. Instruction provided by Google Classroom and software programs. Teachers available remotely to assist. Devices necessary and provided as needed. 	<ul style="list-style-type: none"> Instruction provided by Google Classroom and software programs. Teachers available remotely to assist. Devices necessary and provided as needed.
WHOLE CHILD SUPPORT	<ul style="list-style-type: none"> Provide supports for the social/emotional well-being of students and staff 	<ul style="list-style-type: none"> Provide supports for the social/emotional well-being of students and staff 	<ul style="list-style-type: none"> Provide supports for the social/emotional well-being of students and staff

- ALL Students will receive equitable access to High-Quality Instruction.
- This plan is subject to change. Plan is based on CDC and the Tennessee Department of Health and Department of Education guidance documents.
- Additional information to follow.
- Pending Board Approval on July 23, 2020 (Special Called Meeting, 6:30 p.m.)

Approved by the Cannon County Board of Education (7-23-2020)

METRICS FOR SCHOOL LEVEL DETERMINATION

Terms

Active Cases

(Number of confirmed cases + Number of probable cases) - Number of recovered cases

Confirmed Case

An individual that meets confirmatory laboratory evidence

Evidence: Positive lab results SARS-CoV-2-RNA

Probable Case

An individual that meets clinical criteria and epidemiological evidence with no confirmatory laboratory testing for COVID-19, or meets presumptive laboratory evidence and either clinical criteria or epidemiological evidence, or meets vital records criteria with no confirmatory laboratory testing performed for COVID-19.

Evidence: Health care provider determination

Source: *Coronavirus Disease 2019 (COVID-19), 2020 Interim Case Definition, CDC*

Level Determination:

The information below represents the thresholds for low, moderate, and high spread based on the percentage of active cases among Cannon County residents from the Tennessee Department of Health.

Community Spread	% of Community Infected	# of Active Cases of COVID-19
No Spread	0%	0
Low Spread	Less than 0.5%	* TBD by Cannon County TN DOH
Moderate Spread	Between 0.5 and 0.8%	* TBD by Cannon County TN DOH
High Spread	Greater than 0.8%	* TBD by Cannon County TN DOH

*= To Be Determined by Cannon County TN Department of Health

Cannon County Schools Calendar 2020-2021

August 5, 2020	In-service (In-service Day 1)
August 6, 2020	In-service (In-service Day 2), Election Day
August 6, 2020	Registration for Freshmen (9 th Grade), CCHS, 6:00 p.m.-8:00 p.m.
August 7, 2020	Registration for Students, Grades 1-8 and 10-12, Abbreviated Day
August 10, 2020	Teacher Work Day (Discretionary Day 1)
August 10, 2020	Registration for Kindergarten, K-8 Schools, 6:00 p.m.-8:00 p.m.
August 11, 2020	Students First Full Day
September 4 and 7, 2020	Labor Day, No School
September 28, 2020	In-service (In-service Day 3)
October 6, 2020	ACT Senior Retake
October 13, 2020	CCHS Parent Teacher Conferences
October 15, 2020	K-8 Parent Teacher Conferences
October 19-23, 2020	Fall Break
November 3, 2020	Election PD (Stockpile Day 1)
November 25-27, 2020	Thanksgiving Break
December 18, 2020	Abbreviated Day
December 21, 2020-January 1, 2021	Christmas Break
January 4, 2021	School Back in Session
January 18, 2021	MLK Day No School
February 15, 2021	President's Day No School
February 16, 2021	K-8 Parent Teacher Conferences
February 18, 2021	CCHS Parent Teacher Conferences
March 2, 2021	PD (Stockpile Day 2) ACT Subject to Change
March 15-19, 2021	Spring Break
March 23 and 25, 2021	Kindergarten Registration and Pre K Screening, 11:00 a.m.-6:00 p.m.
April 2, 2021	Good Friday No School
May 21, 2021	CCHS Graduation
May 27, 2021	Teacher Work Day, No Students (Discretionary Day 2)
May 28, 2021	Abbreviated Day

Note: Calendar does not include all tests dates. Please see state assessment calendar.

Cannon County Assessment Calendar for 2020-2021

Standard	Assessment Name	Administration Window	Purpose	Reporting To Parents
State Mandated	TCAP 3-8 ELA, Math, Science, & Social Studies (3-5 paused) TCAP EOC English I and II Algebra I/II Geometry Biology I US History	April 12-May 6, 2021	This test is given to help measure how much a student grows academically over the course of a school year.	EOC Fall 2021 3-8 Fall 2021
	Second Grade Test	April 12-May 6, 2021	This test is given to help measure how much a student grows academically over the course of a school year. This is an alternative assessment given to a small percentage of students.	Fall 2021
	TCAP-ALT	March 15-April 30, 2021 Tentative	Alternate portfolio assessment for students with the most severe cognitive deficits; this assessment measures individual student progress toward specific alternative standards-based goals in reading, math, and science.	Schools will receive information and data to share with parents. Dates TBA. Individual scores and proficiency level reports are provided to parents in the spring.
Diagnostic	ACT Required for Graduation	ACT Senior Retake September 22, 2020 11 th Grade Week Day Test March 2, 2021	These exams are used to measure college readiness and HOPE scholarship eligibility. All Tennessee students receive one free voucher for either ACT or SAT; requests for vouchers should be at the student's school.	For ACT, student level reports are provided to students approximately three to eight weeks after the administration of the assessment by ACT.
	ACCESS for ELL	February 16-March 26, 2021 Tentative	This test is given to help measure how much a student grows academically over the course of a school year.	Schools receive results late spring. ELL teacher will inform parents of results.
	NAEP	January 28-March 15, 2021	Only a small sample of Tennessee fourth and eighth graders will take this test. This test, often called the nation's report card, measures Tennessee's academic achievement against other states also taking this test.	No student level results provided
PreK, K, and 1	PISA	Fall Selected Schools TBA	International test for math.	TBA
	PreK, K, 1, 2 Portfolio	Portfolio Date Collected All Year	This assessment is given to help measure how much a student grows academically over the course of a school year.	TBA Teachers will include mastery of standards in progress reports and report cards
Local Benchmarks	AlmsWeb: Grades K-8 Star	Fall Aug. 10-28, 2020 Winter Dec. 1-Dec. 17, 2020 May Extend to January if needed Spring May 10-21, 2021	This assessment will screen students for instruction and intervention based on each student's needs.	Classroom teacher reports to parents.
	AP Test	May 3-14, 2021	This test is given to students enrolled in high school AP courses. Advanced Placement courses and successful assessment results allow students to earn college credit and aid with the transition to post-secondary education.	AP scores will be available online the summer of 2021.