Quakertown Community School District

Updated as of 8/24/20

COVID-19 Return-to-School (Part 2)
Parent Frequently Asked Questions

What Happens Next

Back to School General Questions

School Hours for Students

Changing instructional selection

When will assignment of hybrid days and classes be released?

Orientation and Back to School Night

School Supplies

School Lunches and Snacks

Lockers/Backpacks

Recess

Hybrid A/B Learning

What a Hybrid Day Will Look Like

Impact on Instruction

Accommodations for Free & Reduced Lunch Program in the Hybrid Environment

Parent Resources

Virtual Learning

What will a virtual day look like?

Standard for Delivering Virtual Learning

Livestreaming / Computer Camera Use

Accommodations for Free & Reduced Lunch Program in the Virtual Environment

Tech School and Transportation

Parent Resources

Pupil Services

IU and Life Skills

Instructional Assistants

Speech/Physical Therapy Services

Safety Protocols

Maintenance / Building Cleaning

Bus Sanitation

Symptom Screening

Nurse's Office

Hygiene Practices

Masks/Face Coverings

Water Fountains

Transportation

Bus Safety

Bus Assignments

Carpooling / Drop Off & Pick Up

Technology

Before/After School Care

Medical and Quarantine Related Questions

Social Emotional Learning and Mental Health Wellness

What Happens Next

June 25, 2020	Initial Presentation of Health and Safety Plan to Board
July 9, 2020	Board Approval of Health and Safety Plan
July 16, 2020	Blog with links to Parent FAQ, Virtual Learning one pager, SEL/Mental Wellness one pager, Equity one pager, Health and Safety Plan summary, and registration process
August 13, 2020	Board approval of Hybrid/Virtual start for the school year for the first 4 weeks
August 27, 2020	Class assignment letters sent to families
August 27, 2020	Board Meeting - Update on QCSD Health & Safety Plan
August - September	Virtual orientations - please see communication from your principal for details
September 8, 2020	6th Grade Virtual Orientation 10:00 - 11:00 a.m. and 5:30 - 6:30 p.m.
September 10, 2020	7th Grade Virtual Orientation 6:00 p.m. - 7:00 p.m.
September 10, 2020	8th Grade Virtual Orientation 7:30 p.m. - 8:30 p.m.
September 14, 2020	First day of school (Cohort A Live, Cohort B Virtual)

Back to School General Questions

School Hours for Students

Elementary Schools - 9:00 a.m. - 2:00 p.m. Live, and Asynchronous Virtual
AM Kindergarten - 9:00 a.m. - 11:00 a.m. Live, and Asynchronous Virtual
PM Kindergarten - 12:00 p.m. - 2:00 p.m Live, and Asynchronous Virtual

Secondary School (including SGC) - 8:00 a.m. - 1:00 p.m. Live, and 10 minutes Asynchronous Virtual Instruction per class
Lunch will be served via grab and go at dismissal (with snack break)

Changing instructional selection

If you would like to change your child's section from hybrid to virtual, please contact your building principal. Students may move from A/B to full 100% virtual at any time. A student will only be able to move from virtual to A/B or to Live if there is room in their classes(es) while maintaining social distancing.

On August 13, 2020, the Board approved a Hybrid/Virtual start to the school year for the first four weeks. The Board will review the situation at each meeting. Depending on the circumstances, continuing with Hybrid/Virtual, or changing to Live/Hybrid/Virtual at the elementary level may occur after the first four weeks. The number of students requesting Live Instruction at the secondary level makes it likely that the secondary level will remain Hybrid/Virtual for the foreseeable future.

When will assignment of hybrid days and classes be released?

Hybrid days of live instruction will be Cohort A - Mondays and Tuesdays and Cohort B - Thursdays and Fridays. Wednesdays will be for Asynchronous Virtual Instruction and Synchronous Student Support. All students with IEPs or EL needs who selected Live Instruction will be scheduled for 4 days a week (Monday-Tuesday-Thursday-Friday.)

At the secondary level, determination of which days your child will attend school will be based on elementary sending areas to facilitate transportation and to assist neighbors who are helping each other with virtual days/child care. Generally speaking, Pfaff and Trumbauersville sending areas will be Cohort A and Neidig, QE, and Richland sending areas will be Cohort B. There will be some exceptions to this "rule" especially along boundary lines, so please wait for your assignment letter before making final arrangements.

Teacher assignments and hybrid day assignments will be made available tentatively no later than August 27, 2020, when PowerSchool is opened to the public and letters are mailed.

Orientation and Back to School Night

Each building will plan for an orientation and back to school night type activities that will occur virtually. Building principals will communicate exact details of school-specific back to School Night events.

The first two weeks of school will include relationship/community building activities and safety instruction. Please see the SEL/Mental Health workgroup one page summary for more information.

School Supplies

Our Health and Safety Plan requires that we limit the sharing of supplies/materials to the extent feasible. Supply lists will be posted to each individual school website by August 27, 2020. Shared equipment (i.e., physical education, etc.) will be minimized to the greatest extent possible and cleaned between student use.

If a family is unable to supply the necessary school supplies, please reach out to your building principal or guidance counselor for assistance. There are several community partners who have collected donated supplies to help support our families. Contact information for the principal can be found on each school's website under Faculty or Staff.

School Lunches and Snacks

How will school lunches and snacks be handled?

At the elementary level, cold lunches will be served in the classroom.

At the secondary level, cold lunches will be served on a "grab and go" basis at dismissal. A snack break will be provided during the morning.

Please click here for a sample menu.

Lockers/Backpacks

The physical layout of school lockers and cubbies do not allow for social distancing. As such, lockers, including gym lockers and cubbies, will not be used. Students are encouraged to bring backpacks to school in order to carry books and personal belongings. Secondary students will be attending half their classes each day, which will help limit the amount of books and materials that students will need to carry each day.

Recess

The Health and Safety Plan provides for recess for elementary students, without access to shared playground equipment. All elementary students will have recess each day.

Hybrid A/B Learning

Please see these resources for additional information from the Office of Teaching and Learning:

Hybrid FAQ

What a Hybrid Day Will Look Like

What will a Hybrid day look like? (Elementary)	
Hybrid student at school	Hybrid student at home
9:00 Morning meeting	9:00 Morning meeting (possible synchronous

	opportunity
Follow Daily Schedule	- Students follow the school schedule **or** the family created at home learning schedule and complete asynchronous learning -Daily check-in opportunity
2:00 Teacher: Plan & Connect Students: Asynchronous learning	2:00 Teacher: Plan & Connect Students: Asynchronous learning

What will a Hybrid day look like? (Secondary)	
Hybrid student at school	Hybrid student at home
Per Class: Student follows teacher's instructional plan for content delivery, collaboration, and independent practice. Follow Daily Schedule	Based on the teacher's instructional plan, possible options exist for student participation. - The student completed asynchronous content and submits work at the end of the designated time for teacher feedback. -Student is "live" for a portion of the period for content delivery and collaboration. Independent practice is completed offline.
2:00 Teacher: Plan & Connect Students: Asynchronous learning	2:00 Teacher: Plan & Connect Students: Asynchronous learning

Impact on Instruction

Live school will be very different from "normal" school, and this will have an impact on instruction. Some of the impacts include:

- **Disruption to flow of elementary routines**
- **Limits on group work, class meetings on the carpet**

- **Positive: increased use of flipped classroom models**
- **Classroom rugs, group tables, flexible seating, etc. have been removed to provide room for enough socially distanced desks**
- **Students will house materials at their own desks to limit sharing**
- **Departmentalized grade levels (4th and 5th) will have teachers rotating and differentiating instruction instead of students regrouping**
- **Increased seat time**
- **Traditional room arrangements with desks in rows only - not ideal for viewing the board, and the teacher will have limited movement. Differentiated small group instruction is an especially integral part of primary reading instruction. No table or room to gather students will make this more challenging.**

Accommodations for Free & Reduced Lunch Program in the Hybrid Environment

Children receiving free or reduced lunch will attend two days like other hybrid students. Our Food Service Department will provide breakfasts and lunches for pick-up by students or parents at designated buildings, similar to the procedures we have been using for the past 6 months during the shutdown.

It will be difficult to provide snacks for purchase while maintaining social distancing guidelines, so students should pack their own snack.

In order for Chartwells to adequately be prepared for opening schools on September 14th, the summer meal program ended on August 20th. However, St. Lukes will be providing lunch the week of August 24th. See flier here

Parent Resources

Parent Resources

Virtual Learning

What will a virtual day look like?

What will a virtual day look like?	
Elementary 100% Remote	Secondary 100% Remote
9:00 - Morning Meeting (possible synchronous opportunity)	Based on the teacher's instructional plan, possible options exist for student participation
Students follow the school schedule or the family created at home learning schedule and complete asynchronous learning.	The student completed asynchronous content and submits work at the end of the designated time for teacher feedback. Student is "live" for a portion of the period for content delivery and collaboration. Independent practice is completed offline.
2:00 - Teacher: Plan & connect Students: Asynchronous learning	1:00 - Teacher: Plan & Connect Students - Asynchronous learning

Full Virtual FAQ's from the Office of Teaching and Learning
Full Virtual FAQ Videos from the Office of Teaching and Learning

Please see original FAQ for additional information on Virtual Learning (page 28)

Keeping virtual students on track
Live Streaming
Testing in the virtual environment
Related Arts Classes/Athletics/School Functions
Virtual Attendance
Supplies for Virtual Learning

Standard for Delivering Virtual Learning

Seesaw is the platform for K-5 and Canvas is the platform for 6-12.

Seesaw Resources for Elementary Students

Canvas Resources for Secondary students

Livestreaming / Computer Camera Use

Livestreaming is one method teachers may use to provide synchronous learning opportunities. Each classroom will have the technology available for livestreaming.

What if I don't want my child to use their camera during remote instruction?

Teachers can require that students fully participate in the online learning curriculum, and that requires utilizing video on the student's side of the video conference. Without video, we have little confidence that students are actively participating in instruction. Video allows teachers to assess student attention, to check for understanding, to ensure that the student is attending and not cutting the class, and allows teachers to engage with students during instruction. We think of a student turning his camera off in a similar manner to a student putting his head down on his desk while in school. In such a case, the teacher is entirely within his/her authority to ask that the student sit back up and participate in the class. Similarly, a teacher in remote instruction is able to instruct that students activate their cameras to participate in instruction.

An IEP or 504 team planning accommodations for a particular student's learning that includes turning his/her camera off – but that would be determined on an individual basis and documented in the IEP or 504 plan.

If a student's home internet connection is too slow and live video is not functioning for that student, teachers and administrators will collaborate to provide a WiFi hotspot or other technology to allow the student to fully participate in the remote instruction.

Accommodations for Free & Reduced Lunch Program in the Virtual Environment

Our Food Service Department will provide breakfasts and lunches for pick-up by students or parents at designated buildings, similar to the procedures we have been using for the past 6 months during the shutdown.

Tech School and Transportation

The UBCTS has finalized their Health and Safety Plan and voted to schedule students in-person for all 5 days a week. Students who select 100% Virtual at the high school will be able to attend UBCTS 5 days a week. Students selecting Hybrid at the high school will be able to attend all but one session at the UBCTS. Despite attending 4 days instead of 5, all students will be able to meet their hourly requirements for the certification programs. However, if they miss any days they will need to make up the work they missed.

Based on the current calendars, tech students would start at tech on September 2nd and attend that half day only. Beginning September 14th, students would attend tech and QCHS (or attend QCHS virtually) until the end of the tech school year on June 14th. Students would then complete their QCHS school year from June 15th until June 21st.

It is the district's intent to provide transportation to and from theTech School. We will be providing more information in the near future. Students who are able to drive to the Tech School can apply for a parking permit through the Tech School on a first come first serve basis beginning August 25.

Parent Resources

Parent Resources

Pupil Services

Students with IEPs and EL students will attend school 4 days a week.

Virtual students with IEPs will have case managers, just as they do when they are physically attending school. Their IEPs will be implemented in the same manner as they would be if they were physically present. If it is determined that the IEP cannot be implemented virtually, the school district would recommend that the IEP be delivered in school in order for the student to receive a Free and Appropriate Public Education (FAPE). The students' unique abilities, specific areas of deficit, and need for specialized programs, will all be considered. These decisions would be made through the IEP meeting process. It will be important for parents and case managers to be in constant communication.

IU and Life Skills

Students who participate in the Life Skills Program K-12 will come to school every day that school is in live session, currently 4 days per week.

Instructional Assistants

Instructional Assistants will check in with teachers each morning to receive assignments to provide necessary support to students. Instructional Assistants will continue to provide supportive services to the students with whom they are working as much as possible both in person or virtual. Instructional assistant schedules may be modified to maximize support for students during the days live instruction is offered.

Speech/Physical Therapy Services

If hybrid education is selected for the student and that is the parent/guardian choice, Speech, OT and PT will be delivered in a hybrid model as well. Therapists will work to schedule as many in person services that can take place, given that the amount of time in school is reduced by three days for students who will receive a hybrid education, scheduling all in person sessions will be a challenge.

If virtual education is selected for the student and that is the parent/guardian choice, all of the IEP would be delivered virtually including speech and physical therapy.

Safety Protocols

Maintenance / Building Cleaning

The Facilities Department has developed specific protocols for cleaning and sanitizing, as described in the Health and Safety Plan. The Board approved our custodial contractor to hire 5 additional custodians to meet the needs for sanitizing high touch areas (i.e. door handles, sink handles, light switches, stair handle/rails, etc.) regularly during the school day. Additionally, hand sanitizing stations will be installed in all classrooms and in high traffic areas throughout the buildings. Please consult the Health and Safety Plan for additional details.

Each night, including Wednesday, the buildings will be sanitized. Wednesday will be used as a "catch up" day for other daily cleaning/maintenance activities due to sanitizing being the priority on days when students are in the buildings.

It is not possible to clean rooms or desks between class switches. Teachers will be provided cleaning supplies but there is no requirement for teachers to wipe or clean desks or other materials.

Bus Sanitation

Per the District's Health and Safety Plan, the bus contractor will clean and sanitize buses as follows:

- **During the day/between transportation runs, touch points of each school bus/vehicle will be cleaned and sanitized (all handrails, tops of student seats, window ledges, etc.).**
- **End of school day: Thorough sanitization of all buses/school vehicles.**
- **All cleaning, sanitizing, and disinfecting will be conducted using products that meet the CDC requirements for COVID-19.**

Symptom Screening

PDE requires the monitoring of students for symptoms and history of exposure. Student Symptom screening will be done by all parents/guardians at home each morning before the school day. Parents/guardians will be asked to check their child's temperature and for signs and symptoms of illness prior to leaving for school. If a child has a fever (≥100.0) or is symptomatic, parents/guardians will be advised to keep their student at home and follow routine call out processes. No children with symptoms will be sent on a bus or brought to school. (Bucks County Health Department, Dr. David Damsker)

Students exhibiting any of the following signs and symptoms will be sent to the health room immediately:

- **Suspected fever**
- **Cough**
- **Shortness of breath or difficulty breathing**
- **Fatigue**
- **Muscle or body aches**
- **Headache**
- **New loss of smell or taste**
- **Sore throat**
- **Congestion or runny nose**
- **Nausea or vomiting**
- **Diarrhea**

Individuals showing signs and symptoms of illness will be placed in a separate, isolated area, and monitored while awaiting pick up by parent/guardian. If more than one individual is in this situation they will be placed in separate rooms or minimally will be separated to the greatest extent possible with appropriate masking.

Fever for a non-covid related reason (other infection, etc.), protocol, please see this Exclusion From/Return to School chart linked in the QCSD Health and Safety Plan for information about these requirements.

Nurse's Office

Each Nurse's office will have a designated area or alternate location for individuals presenting symptoms to remain separated until picked up from school. The area will be sanitized between sick students per the Facilities Department protocol.

Hygiene Practices

Students will be provided with opportunities to wash or sanitize hands before/after lunch, before/after recess, and before/after other transitional times. Signage promoting proper hygiene will be visible in locations such as classrooms, restrooms, and hallways. Hand sanitizer dispensers will be installed in all classrooms. Hand sanitizing stations will be placed in every classroom and high traffic areas throughout each school. Hand washing lessons will be provided at the elementary level by staff and reinforced often.

Facilities will ensure hand sanitizer and soap dispensers are full daily and disinfected multiple times daily.

What you need to know about handwashing
What you need to know about hand washing (Spanish)

Masks/Face Coverings

PDE requires the use of face coverings by all staff and students.

MASKS & PPE:

All students and staff must wear a face covering (face shield is currently acceptable) that covers their nose and mouth (as the term is defined in the Pennsylvania Face Covering Order dated July 1, 2020 as may be amended from time to time) on all school district transportation and on all school district property.

- **Students are required to wear a face covering at all times at bus stops.**
- **Students are required to wear a face covering on all district transportation.**
- **Students and staff are required to wear a face covering at all times in hallways and in transit to and from classrooms.**
- **Students and staff may remove face coverings during "face-covering breaks" at the direction of their teacher when maintaining 6 feet social distance and for no longer than 10 minutes.**
- **Students and staff may remove face coverings to eat or drink, when social distancing is 6 feet or more.**
- **When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task, the face covering may be removed.**

The only exceptions to the mandatory face covering requirements are as follows:

- **Any student who has a medical condition, mental condition, or disability, with pertinent supporting medical information and documentation in accordance with Section 504 of the Rehabilitation Act or IDEA. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team and must be documented in the IEP or 504 plan.**
- **Any staff member who has a medical condition, mental condition, or disability, with pertinent supporting medical information and documentation in accordance with Section 504 of the Rehabilitation Act.**

Any student who does not have a valid excuse for not wearing a face covering and who refuses to wear a face covering upon request of a Building Administrator shall be subject to immediate discipline from school and/or school district transportation. Should that student subsequently not wear a face covering and again refuse to wear a face covering upon request of a Building Administrator, such student may be transferred to a remote learning environment in order to protect the health and safety of staff and students in the school. Any staff member who does not have a valid excuse for not wearing a face covering and who refuses to wear a face covering upon request of a Building

Administrator shall be subject to discipline, including but not limited to, exclusion from school.

How to safely wear and take off a cloth face covering
How to safely wear and take off a cloth face covering (Spanish)

Water Fountains

Water fountains will not be in use for students and staff. We recommend students bring a water bottle to school daily.

Transportation

Bus Safety

PDE requires that we adjust transportation schedules and practices to create social distance between students.

Levy buses can operate with a maximum of two students per seat, and masks will be required of students while on the bus. Students will be assigned seats and will be required to sit in those seats each day. All high-touch surfaces on buses will be disinfected at least daily. Bus drivers will also be required to wear face shields and/or masks when students enter/exit the bus. Drivers must wear a mask at all times when students are present, unless specifically prohibited by the bus company/school entity policy. (Bucks County Health Department, Dr. David Damsker)

For students utilizing district transportation: all students will be required to wear a cloth mask or face shield while on the bus/van. According to the Governor's orders on 7/1/2020, everyone shall wear a mask; a "face covering", defined as: "covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears.

Bus Assignments

Students assignments for A/B days are being assigned by neighborhood. Students will receive bus letters on approximately September 1, 2020. Based on registrations for transportation, we will be able to provide transportation to and from school for students who registered for it.

If a bus option no longer works for a family, they are only permitted to change their selection if there is a capacity to do so. The District will create a request form which will need to be submitted to Levy for review. If it is determined that there is capacity on the bus then the request can be accommodated. If there is no capacity on the bus, they will be placed on a waiting list and provided transportation if capacity becomes available.

Please notify Levy Bus as soon as possible if there is a need for transportation from two addresses so that information is incorporated into the routing process.

If a bus stop change is needed due to child care issues, and it is determined that there is capacity on the bus then the request can be accommodated. If there is no capacity on the bus, they will be placed on a waiting list and provided transportation if capacity becomes available.

Carpooling / Drop Off & Pick Up

Each building Principal will communicate to their families the protocols for dropping off and picking up students prior to the beginning of the school year. These protocols and locations may be different than in a "normal" year due to the increased amount of car traffic that is expected.

Technology

Students will receive the following device:

- **K-1 - iPad or Chromebook based on building decision**

- **2-5 - 11” Chromebook**
- **6-8 - 11” Chromebook**
- **9-12 - 14” Chromebook**
- **NOTE: All provided devices are being filtered by the District in case any concerns arise, with the exception of iPads. Please click here for the distribution timeline.**
- **Students may choose to use their own device instead of the school issued Chromebook.**

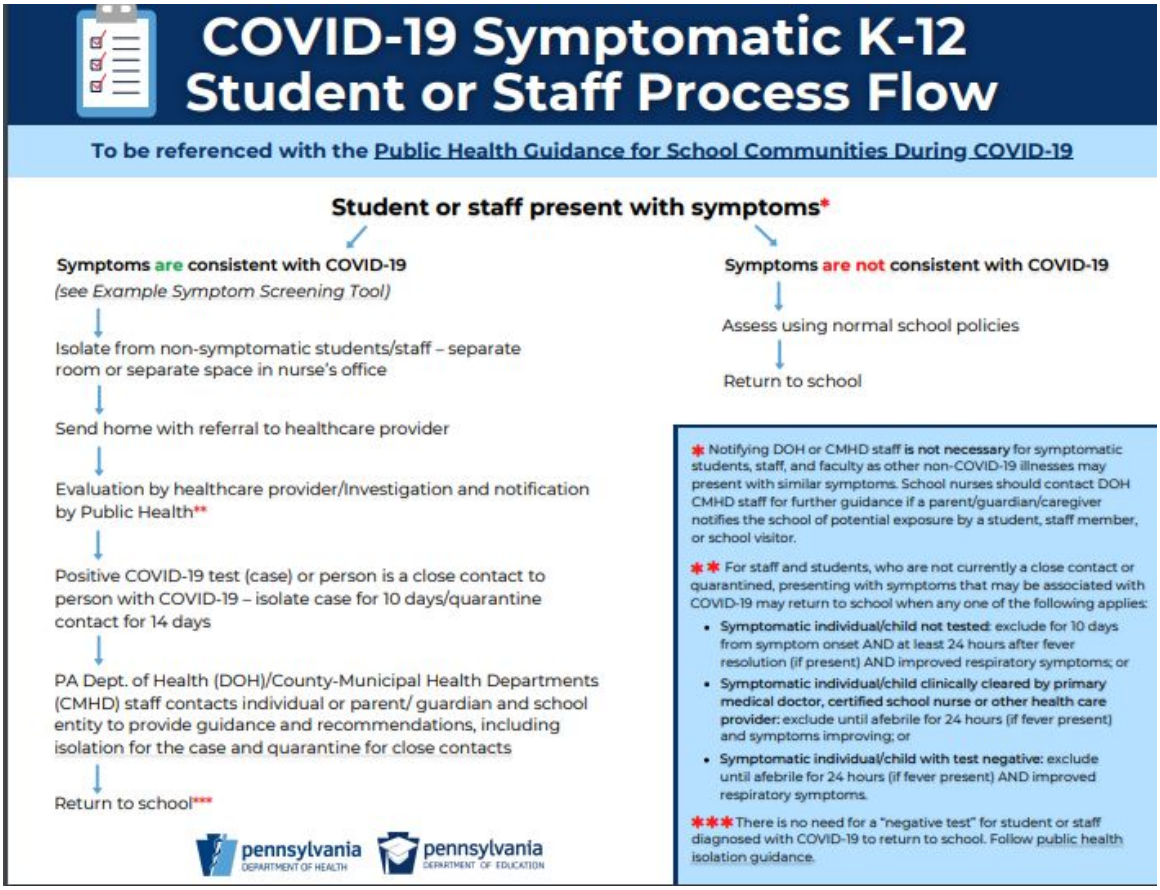
Please visit the Office of Teaching and Learning Technology page for additional information.

Before/After School Care

LifeSpan will continue to offer before and after school care at our elementary schools as they do now. The District is working with LifeSpan on extending those services however, the District may need the building vacated at certain times in order to fully sanitize the building. It is possible that before and after care may be relocated to a different location for this reason. We have been in regular communication with LifeSpan, and once we have finalized our schedules, we will share that information with Lifespan so they can determine what needs they can meet and how.

Additionally, the Upper Bucks YMCA is offering child care for virtual and hybrid students. Please visit their website for further information.

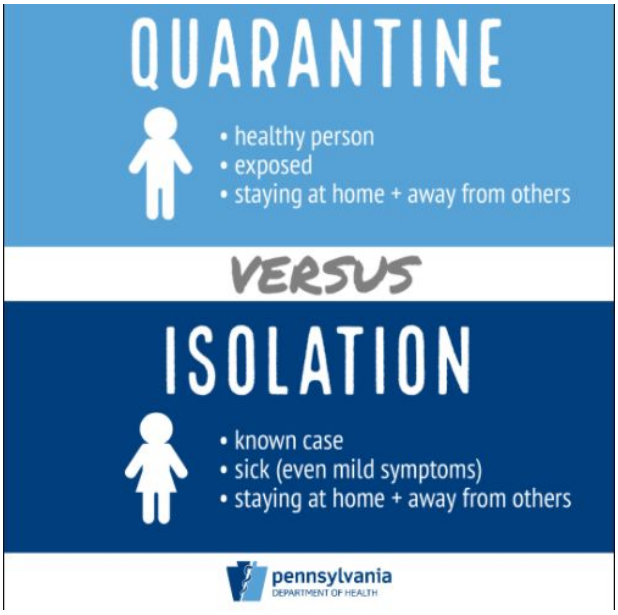
Medical and Quarantine Related Questions



[CDC COVID-19 Symptomatic K-12 Student or Staff Process Flow]

Please refer to this [chart] that is part of QCSD's approved Health and Safety Plan for the protocols and requirements when there is a positive case.

Students who travel to states listed on the [Commonwealth's quarantine list] will be required to move to the virtual instructional model for two weeks upon returning from a quarantined state, prior to returning to the live/hybrid school environment.



[What you should know about COVID-19 to protect yourself and others]

Social Emotional Learning and Mental Health Wellness

SEL is how children and adults learn to understand and manage emotions, set goals, show empathy for others, establish positive relationships, and make responsible decisions.

During the first two weeks of school, teachers and staff will focus on acclimating students to the new school environment and building connections, community, and relationships. Emphasis will be placed on the following topics:

1. **Review and train students in health and safety protocols.**
2. **Create a safe and comfortable classroom environment through games and get-to-know-you activities.**
3. **Train students in social-emotional learning competencies and mindfulness activities.**
4. **Review online expectations, attendance requirements, and transitions.**

5. **Support students with routines and organizational systems to maximize time spent learning at home.**
6. **Share mental health resources available for students.**
7. **Implement a tech orientation which will include training on how to use Canvas and/or Seesaw learning platforms, access resources such as online textbooks and other apps, how to participate in video meetings and other school-approved software programs.**
8. **Offer opportunities for voluntary participation in virtual clubs and activities.**

SEL is ingrained in the ways students and adults interact both in the classroom and out of it, and helps to provide children with equitable, supportive, and welcoming learning environments. One way SEL is developed in both live and virtual instruction includes teachers facilitating morning meetings and sharing strategies focused on relationship building, self-awareness, self-management, social awareness, and responsible decision making.

Quakertown is committed to professionally developing teachers and staff in trauma informed instruction. Our teachers and staff have had multiple opportunities to participate in professional development related to this area and we plan to provide more opportunities in the upcoming year. Mental health and wellness can be supported through participation in mindfulness activities, morning meetings, guided meditation, and counselor supports for students and families. One way counselors can support families is by co-building schedules for at home time that cultivate building healthy routines and managing time wisely.