

Procedures for Re-Opening the Monroe County Board of Education Schools

Presented for Review July 9, 2020

Presented for Approval July 16, 2020

1. School Calendar

It is the recommendation of the Superintendent and the Monroe County Board of Education Re-Opening Schools Committee to adjust our school calendar for the 2020-2021 school year. Our original calendar has employees returning on Aug. 3rd and the first day for students on Aug. 6th. I recommend that teachers return to work on August 3, 2020 and students return on August 17, 2020. Teachers and staff will use the additional days to prepare for the start of our school year.

2. Our schools will open for face to face instruction. Parents and students will have an option of virtual learning if they choose not to return to a brick and mortar classroom. The Monroe County Board of Education will have the option at any time to shift from a brick and mortar school to a virtual education experience due to increase of Covid-19 cases. This shift would consist of shutting the doors to our physical schools and every student attending class virtually.
3. Parents and students will be allowed to choose between brick and mortar and virtual school. However, if the Monroe County Board of Education is giving the option of a brick and mortar school and the parent chooses virtual, they will be required to provide their own device and internet. If the Board of Education has closed the brick and mortar classrooms, we will place hotspots in various locations in our county to assist with internet access.
4. The Monroe County Board of Education will provide professional development to assist teachers in being prepared to teach virtually.

5. The Monroe County Board of Education Directors and Administrators will meet with parents to discuss the requirements for virtual school and procedures concerning this.
6. Students will not be dropped off at any campus before 7:15 A.M. via bus or personal vehicle. All Monroe County teachers will report and sign in at 7:00 A.M. This will follow the Monroe County Board of Education Procedures Manual.
7. Cleaning, Sanitization, and Disinfection Plans
 - The Board of Education will use ESSER funds to purchase cleaning and disinfecting machines to clean and sanitize our campuses. The janitorial staff at each school will be provided professional development on how to properly use the equipment and how to properly disinfect and sanitize our campuses.
 - Janitors will be given a detailed cleaning schedule from their administrator at their school. This schedule will have location and frequency of cleaning on it.
 - The classrooms will be disinfected after each group of students leave the room and before the next group enters. The classrooms will also be disinfected with a fogger machine twice a day.
 - Signs will be placed throughout campuses and buses to encourage social distancing when possible, proper hand washing, proper respiratory etiquette, wearing of facial coverings, and awareness of symptoms of COVID-19.
 - Drop off and pick up procedures, class schedules and bells, and lunch and recess schedules will be adjusted to encourage social distancing when possible.
8. Meals will not be served in lunchrooms. The meals will be brought to the classrooms for students. This will eliminate the mixing of

different students from different classes. Teachers will be allowed to carry their students outside if weather permits and it is possible to isolate from other classes. CNP staff will provide grab and go lunches until October. This will be revisited at that time.

9. Extracurricular Activities

- Field Trips – All field trips will be canceled for the 2020-2021 Academic Year.
- Schools will not have assemblies or any other activities that consist of student gatherings of 50 or more.
- There will be no pep rallies for the 2020-2021 Academic Year.
- There will be no Homecoming Activities for the 2020-2021 Academic Year.
- There will be no dances for the 2020-2021 Academic Year. (This will be reviewed for the second semester)
- There will be no use of facilities for any Monroe County Board of Education properties for the 2020-2021 academic year. This includes use by youth leagues, Christmas cantatas, reunions, funerals, PTO, etc.

10. Visitors

- Visitors will not be allowed in the schools (halls, cafeteria, and classrooms).
- All materials that need to be delivered to students or staff must be left at the Front Office.
- All restrooms will be closed to public use.

11. Physical Health

- Employees will be screened before they sign in every morning. Temperatures will be checked with touch free thermometers. If an employee has a temperature reading of

100 degrees Fahrenheit or more, they will return home. The employee must have a doctor's release to return to work.

- Students will be scanned at school with a touch free thermometer. If a student has a temperature reading of 100 degrees Fahrenheit or more at any time throughout the day, they will be placed in an isolation room with a face mask. A parent will be called to pick the student up. The student may not return to school until they have a doctor's release.
- Absences will not count against a student as it pertains to semester exam exemption if the child has a medical excuse from a doctor. The semester exam exemption policy will remain in place.
- Employees and/or students who have a positive test result for COVID-19 or was quarantined for exposure may not return to school before 14 days.
- The Monroe County Board of Education encourages students to wear personal protective equipment (facemasks). We ask everyone to abide by any health ordinances concerning masks.
- The Monroe County Board of Education encourages employees to wear personal protective equipment (facemasks). We ask everyone to abide by any health ordinances concerning masks.
- Disposable cups will be provided at drinking stations throughout our campuses instead of the traditional water fountains.
- Open food (hamburgers, sandwiches, chicken fingers, nachos and cheese, etc.) will not be allowed to be prepared in concession stands at athletic events. The food must be prepared in a cafeteria kitchen and transported to the

concession stand. It will be the limited amount prepared. Once that is sold, that is it.

- Parents and visitors are strongly encouraged to wear personal protective equipment (facemasks) at all athletic events. We encourage this for their safety and the safety of others present. We ask everyone to abide by any health ordinances concerning masks.

The Monroe County Board of Education reserves the right to alter and/or change these procedures as needed as situations and circumstances change.

The Monroe County Board of Education
Re-Opening Schools Planning Committee

1. Greg Shehan –Superintendent
2. Conquesa Dotson- Principal MIS
3. Teresa Bullard – Director Special Ed.
4. Gary Glass – Principal Excel School
5. Donald Baggett – Principal J.U. Blacksher
6. Daniel Turner – Principal C.P. Carmichael Alternative School
7. Barberietta Pugh – Director of Student Services/ Safety Cord.
8. Derrick Pugh – Principal J.F. Shields School
9. David Quarker –Behavioral Specialist/Assistant Safety Cord.
- 10.Shanna Taite – Counselor Career Tech
- 11.Edna Richardson – Director Career Tech
- 12.Melvin Preyer- Director Curriculum
- 13.Mindy Mixon – Lead Nurse
- 14.Paul Dean - Director of Maintenance
- 15.Scott Daniels- Assistant Principal Excel School
- 16.Maurice Woody – Principal Monroe County High School
- 17.Bridget Hollinger- Assistant Principal Monroeville Elementary
- 18.Liz Ingram – CSFO
- 19.Valerie Stevens – Principal Monroeville Middle School

- 20.Marty Hanks – Director Federal Programs/ Human Resources
- 21.Leanne McPhaul – Assistant Principal Excel School
- 22.Audra Loyd – Director Technology
- 23.Amy McCrory – Principal Monroeville Elementary School
- 24.Steven Lancaster – Director CNP
- 25.Duran Odoms – Curriculum Supervisor
- 26.Chitundra Howard – Assistant Principal Monroe County High