

Russell County School District

Dr. Brenda Coley, Superintendent
506 14th Street
Phenix City, Alabama 36867

2021-2022

RETURN TO INSTRUCTION PLAN



Vision

“To inspire, empower, and educate with excellence”

Mission

“To engage students in quality learning experiences that will prepare them for success in college, career, and life”

Updated: 05/11/21

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Thank you for being a valuable part of the Russell County School District. Committees of administrators, teachers, and support personnel have been working hard to create a plan that provides meaningful learning experiences while remaining focused on student and employee health and safety. We look forward to continuing the learning experiences of all students with the procedures outlined in each section below.

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The RCSD cannot guarantee the students' safety and is not responsible in any manner for students' usage or any personal injury or property damage as a result of the usage of any facility during the COVID-19 pandemic.

BACKGROUND & PURPOSE



EXECUTIVE SUMMARY

The following COVID-19 Pandemic Return to School Plan (2021-2022) was developed with guidance from the Centers for Disease Control and Prevention (CDC), the Alabama Department of Public Health, the Alabama State Department of Education (ALSDE), and survey data from stakeholders of the Russell County School District. The content of this plan includes a brief background of COVID-19, plan purpose, and a series of guidelines for returning to school during the 2021-2022 school year. This plan may change over time as we learn more about COVID-19 and the implications of the pandemic on the educational environment.

BACKGROUND

COVID-19 is a disease caused by a new strain of coronavirus linked to the same family of viruses as Severe Acute Respiratory Syndrome (SARS) and some types of the common cold. Symptoms most commonly include fever, chills, dry cough, fatigue, body aches, headaches, and shortness of breath. Other less common symptoms may include loss of smell or taste, sore throat, runny nose, nasal congestion, and diarrhea. In more severe cases, the infection can cause pneumonia or breathing difficulties. More rarely, the disease can be fatal, mainly among older people with preexisting medical conditions.

PLAN PURPOSE

As the world continues to adapt to the effects of the coronavirus disease (COVID-19) situation, the safety and continued learning of Russell County Schools remain our top priorities. We are faced with new methods of teaching, extreme safety mandates, and increased measures of cleaning, sanitizing, and disinfecting of school buildings. Although we are facing challenging times, the Russell County School District's leadership team is more optimistic than ever about our commitment to educating the students of Russell County Schools. The purpose of this plan is to communicate to all stakeholders the necessary measures we will have in place to ensure the safety and well-being of faculty, staff, students, and parents of the Russell County School District during the 2021-2022 school year. Again, we are committed to a safe school culture and climate, and that commitment means we are here for whatever you need moving forward.

**Dr. Brenda Coley
Superintendent**

OPTIONS FOR PARENTS



It is imperative that we all work together and safely bring schools to a return to normalcy as we work through this crisis incident response. Social distancing is the most powerful tool each of us has in our personal arsenals to fight this invisible enemy. We understand that families have various needs, situations, concerns, and circumstances. Therefore, it is the district's responsibility to respond to our Warrior families with an open-minded approach for school reopening during these unprecedented times.

All students will begin face-to-face learning on the first day of school, August 9, 2021. This learning option will support maximum teacher access to students in an effort to mitigate the learning loss which occurred during the last school year.

Note: Virtual learning days are included in the 2021-2022 school calendar. On virtual learning days, students will engage in instruction from home. Students may use their devices to complete assignments. Failure to complete assignments by the deadline will result in a student being counted absent from school. This also applies to virtual learning days at RCHS due to standardized testing.

Instructional Format: Traditional (Face-to-Face) Learning

If you have any additional questions, please contact the school or department listed at the end of this document.

The RCSD cannot guarantee the students' safety and is not responsible in any manner for students' usage or any personal injury or property damage as a result of the usage of any facility during the COVID-19 pandemic.

FACILITIES MANAGEMENT



In order to reduce the risk of exposure to COVID-19, the Russell County School District is committed to improving the operations and maintenance of all school buildings and work sites. We have implemented the following strategies:

- Routine cleaning of surfaces such as: tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, etc.
- Disinfection using EPA-approved disinfectants against COVID-19
- Assess buildings for mold and excess moisture
- Routine checks of the HVAC system to ensure operating efficiency
- Add additional hydration stations (students may bring their own clear water bottles with student's name written on the bottle or label)
- Ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows when possible
- Clean and disinfect shared items between classes such as chairs, desks, P.E. equipment, etc.
- Plexiglass has been installed in school offices and departments as necessary for protection
- Sanitation stations have been installed in school buildings and departments as necessary

SAFETY & HEALTH



The Russell County School District is committed to promoting the safety and health of its students, employees, parents, community members, and supporters. Due to the nature of COVID-19, and despite best efforts, there are some circumstances which fall beyond the district's control. The district, through its administration and board, reserves its unilateral right to close campuses and suspend face-to-face instruction due to COVID-19.

The following safety and health measures have and will continue to be implemented:

- Require routine hand-washing practices for students and employees
- All students and employees will practice social distancing when possible
- Face masks for students and employees are optional at this time
- Isolation rooms will be provided for students and employees to separate anyone who exhibits COVID-19 like symptoms
- Employees and students will stay home when they are sick
- Employees and students with COVID-19 like symptoms will be required to leave the school campus or work site immediately
- Cases will be reported in a confidential manner
- Employees and students/guardians will be required to report symptoms and notification of exposures to the school nurse and/or designated personnel
- Hand-washing and cough covering training will be available for students and employees
- Signs will be posted in reference to how to stop the spread of COVID-19 such as properly washing hands, everyday protective measures, and how to properly wear a face covering
- The system will work with local health care systems to disseminate hygiene and disinfection strategies for transmission prevention
- Staggering or alternate bell schedules will be used during class transitions, arrival, and dismissal procedures in order to reduce large crowds
- The system will limit school visitors, assemblies, extracurricular activities, programs, and field trips to reduce COVID-19 risk factors in large groups
- Adhere to all guidelines of the AHSAA pertaining to all sports and athletics
- Movement between classes will utilize CDC guidelines when feasible
- Stagger class release time to minimize student contact in hallways during the school day
- Students may gather in hallways, the gymnasium, the media center, and the playground as long as safety precautions are observed



OVERVIEW

The Russell County Board of Education is committed to the development of all students enrolled. The instructional program is designed to be developmental and continuous. It is based on systematic, sequential teaching and learning whereby the instructional needs of students are assessed and mastery levels are clearly defined to ensure progression of learning and maximum academic proficiency. The primary goal is to teach students so they can attain mastery of skills as they progress from one grade level to the next.

Students will be provided with the opportunity to participate in meaningful and engaging learning experiences through on-campus instructional formats (with the exception of scheduled virtual days).

ON-CAMPUS INSTRUCTION

- **All students will begin face-to-face instruction on the first day of school, August 9, 2021**
- **There is no scheduled option for remote learning during the 2021-2022 school year**
- Students will return to school daily and participate in face-to-face instruction while observing health precautions
- Students will report to classrooms immediately upon arrival. Students will not congregate in the cafeteria or gymnasiums waiting for school to begin
- Employees and students have the option to wear face masks
- Students will be seated as far apart as possible and will face the front of the room
- Sanitation will be carried out by instructional and maintenance personnel before, during, and after the school day
- Students may congregate in large groups (i.e. cafeteria, traditional PE, hallways, etc.) as long as safety precautions are observed
- Students may bring a clear water bottle (with student's name on bottle or label) to class as water fountains will be disabled and replaced with hydration stations.
- Materials and/or electronic devices will be sanitized in between use
- Students will engage in meaningful face-to-face instruction and will also be exposed to the online learning environment periodically to be prepared for virtual learning days or a school or system closure as a result of COVID-19



RCSD Virtual Learning Day Time Limits for Instructional Content Presentations

Instructional content for core and exploratory classes should be chunked into meaningful and appropriate lessons which do not require students and parents to constantly watch a computer screen. Times and specifications for grades K-5 are presented below. Virtual learning day instructional content will be accessible at any time throughout the school day by accessing the student's Google Classroom. **However, it is important that assignments are completed and submitted as specified by the teacher.**

Grade	Reading	Math	Exploratory	Science	Social Studies	Small Group Live Meeting Collaborative Teachers Only
K	30 min	30 min	P.E. (Daily) 30 min	30 min	30 min	90 min daily
1st	35 min	35 min	Counseling (Weekly) 30 min Library (Weekly) 30 min	25 min	25 min	90 min daily
2nd	35 min	35 min		25 min	25 min	90 min daily
3rd	35 min	35 min		35 min	35 min	90 min daily
4th	35 min	35 min		35 min	35 min	90 min daily
5th	35 min	35 min		35 min	35 min	90 min daily

Teacher Expectations on Virtual Learning Days

1. Be committed to student growth and achievement
2. Be tech savvy
3. Upload brief video lessons for **core** content classes in Google Classroom
4. Dress appropriately in videos (Check the background in your recordings as well.)
5. Select and upload assignments/practice activities for students
6. Grade assignments in a timely manner
7. Make sure grade books are current
8. Monitor student progress
9. Communicate student progress and/or concerns to parents
10. Collaborative teachers - establish virtual meeting hours to support students in live SG lessons (Must have a minimum of three 30-minute LIVE virtual meeting availabilities scheduled each virtual learning day)
11. **All employees are required to work from their assigned school/district site on specified virtual learning days.**



K-5 **SAMPLE** Virtual Learning Day Schedule

- 7:00 AM - All lesson content (i.e., videos, slides, etc.) and student learning resources are posted
- 8:00 AM - Teacher reports to school work site
- 9:30 AM - Small Group/Individual Student Support (**LIVE** via Google Meet)
(Collaborative Teachers Only)
- 10:30 AM - Small Group/Individual Student Support (**LIVE** via Google Meet)
(Collaborative Teachers Only)
- 11:30 AM - Lunch
- 12:30 PM - Small Group/Individual Student Support (**LIVE** via Google Meet)
(Collaborative Teachers Only)
- 1:30 PM - Check on student completion of today's assignments
- 4:00 PM - End of work day





Specified Virtual Learning Days for 6-12 Students

Google Classroom

Russell County School District's middle and high school teachers will incorporate a more technologically integrated classroom experience for their students. Teachers will be using and integrating the Google Classroom platform into their daily routine. **Students will access Google Classroom for specified virtual learning days and should follow their daily period/block schedule. All employees are required to work from their assigned school/district site on specified virtual learning days.**

Google Classroom (if applicable) will be supported by Russell County School District teachers. All teachers will be responsible for managing the classes (ex: grading the content, managing class discussion, checking attendance, etc.) Students will follow the Russell County School District's grading policy.

Google Classroom may be used for the following processes:

- Daily bellringer questions
- Uploading assignments
- Uploading presentations and other classroom materials
- Connecting students to other platforms such as Moby Max
- Connecting students to Google Meet presentations and live streams during classroom presentations and lectures
- Keeping up with student attendance on specified virtual learning days for each of the student's assigned periods/blocks
- Facilitating communication between students and teachers



There are many benefits to the Google Classroom platform which may include but are not limited to the following:

- Increased collaboration and support among common subject area teachers
- Lends itself to proactive planning should another closure happen
- Class materials can be preloaded
- Each person can be assigned to their own class in Google Classroom; assignments and materials can be easily shared among those classes
- Each class can be adjusted based on their individual needs
- Access to digital textbooks
- Assignments can be personalized to students via the usage of Google Slides, Docs, etc.
- Digital feedback and scoring

Additional platforms that may be used in addition to traditional strategies include the following depending on the school and grade level:

- CK12
- Classworks
- iCEV
- iReady Reading and Math
- Moby Max
- STAR Reading and Math





Other Platforms Used (for 9-12 Students ONLY)

Edgenuity

Edgenuity is a leading K-12 online learning solution, partnering with schools and districts throughout the country to provide tools and support to leverage technology to improve student outcomes. They offer a full suite of core curriculum, AP, honors, elective, dual credit, and credit recovery courses for middle and high school students. Students will be allowed to work at their own pace throughout the semester. These classes will not be taught by a Russell County School District teacher. Enrolling in this platform is dependent upon the student's individual schedule.

ACCESS

ACCESS Learning (Alabama Connecting Classrooms, Educators, and Students, Statewide) is an education initiative of the Alabama Department of Education. It provides opportunities and options for Alabama public high school students to engaged in Advance (AP), elective, and other courses to which they may not otherwise have access or be able to schedule. Students will be allowed to work at their own pace throughout the semester with checkpoints by the instructor. These classes will not be taught by a Russell County School District teacher.

The Warrior Virtual Academy

Students in grades 9-12 that meet the minimum requirements may apply for the Warrior Virtual Academy. The handbook and application can be found at myresd.org.





Overview of Quality Instruction

While some aspects of instruction vary based on grade spans (K-5, 6-8, and 9-12), many aspects remain the same. After the overview of quality instruction, details related to each grade span will follow.

Assessing COVID-19 & Summer Learning Loss

As the 2021-2022 school year begins, students will be assessed using iReady, Classworks, STAR, and/or classroom assessments to measure the students' academic proficiency and possible learning loss. Students will be provided opportunities throughout the year for remediation and acceleration based upon the results of the beginning of year assessments. **It is important that the students complete these assessments INDEPENDENTLY so a true account of the students' learning can be attained.**

Planning for Instruction

Planning is an essential component of classroom preparation for effective instruction, assessment, and improvement. All RCSD teachers will complete weekly and daily lesson plans which address the Alabama Course of Study. In addition to lesson plans, teachers will use pacing guides throughout the year. Teachers will use a specific lesson plan format to address the pacing guide while paying careful attention to the needs of students as they progress through the grade level/content area standards. The Alabama Course of Study can be viewed [here](#).

Reporting of Student Progress

Parents, guardians, and students will be provided with formative and summative feedback throughout the year through the following channels: assignment and assessment feedback focused on growth, progress and report cards through Powerschool, and frequent communication by the teacher and/or school. Grades must be updated by the teacher weekly in Powerschool.

Improvement of Learning

Students will be able to participate in the tiered intervention program which provides students with extra support with literacy and mathematics. An RTI team made up of administrators, teachers, counselors, etc. will review student progress throughout the year and make recommendations for additional support when needed. The Classworks and/or iReady program will be used by the RCSD to formulate an individualized learning plan for each student. Classworks will also be used to provide remediation and to monitor progress toward the attainment of each student's learning goals. Teachers will notify guardians of student progress.

Addressing the new ALSDE Mathematics Course of Study

The ALSDE approved the [new mathematics course of study](#) in 2019. The RCSD implemented the new COS starting with the 2020-2021 school year.



Quality Instruction in Grades Pre-K - 5

Platforms for Instruction

The platforms for instruction, listed below, outline web-based programs that may be used for face-to-face instruction and specified virtual learning days. On campus instruction will include face-to-face lesson delivery in addition to the platforms below.

- Accelerated Reader
- Google Classroom
- iReady Reading and Math
- STAR Early Literacy
- STAR Reading and Math

Grading of Instruction

Coursework will be aligned to the rigor of state learning standards. Students are expected to devote time and attention to their studies and show consistent growth throughout the year. Grades will be assigned and may impact a student's promotion or retention status. Students will be graded according to the following percentages.

Grade Bands	1-2	3-5
Tests & Projects	50%	60%
Classwork	40%	30%
Homework	10%	10%

Kindergarten students will receive an S (satisfactory), N (needs improvement), or U (unsatisfactory) to notate mastery of grade level standards.

Procedures related to academic dishonesty will be followed as outlined in the RCSD Student Handbook. **Students must complete assignments and assessments independently.**



Quality Instruction in Grades Pre-K - 5 (continued)

Participation in State Assessments

The Alabama Literacy Act was enacted to implement steps to improve the reading proficiency of public school kindergarten to third grade students to ensure those students are able to read at or above grade level by the end of the third grade. It is essential that students are engaged in foundational reading skills instruction and are applying these skills routinely in their daily reading assignments. Student growth and progress will be assessed throughout the year using iReady. The state's summative assessment, ACAP, will be administered in the Spring of the year.

Note: Reading proficiency will be a requirement for promotion from third grade per the Alabama Literacy Act. However, a waiver has been granted for the 2021-2022 school year due to COVID-19.

Physical Education (P.E.)

- P.E. classes meet as usual while observing safety precautions
- All equipment must be sanitized between its use by each group/class
- K-5th grade students will be assigned an S, N, or U for P.E.

Library/Media Center

- The library/media center will be open for teachers and students to visit, check out books, and sanitize books for use in their classrooms.
- Classes will visit the media center to participate in lessons at designated times as presented on the school's master schedule.



Quality Instruction in Grades 6-8

Platforms for Instruction

The platforms for instruction, listed below, outline web-based programs that may be used for face-to-face instruction and specified virtual learning days. On campus instruction will include face-to-face lesson delivery in addition to the platforms below. Lesson plans, using the secondary template, must be submitted to administrators weekly.

- Accelerated Reader
- CK12
- Classworks
- Edgenuity
- Google Classroom
- iReady
- Moby Max
- STAR Reading and Math

Grading of Instruction

Coursework will be aligned to the rigor of state learning standards. Students are expected to devote time and attention to their studies and show consistent growth throughout the year. **Grades will be assigned and will impact a student's promotion or retention status. Students will be graded according to the following percentages.**

Grade Bands	6-8
Tests & Projects	60%
Classwork	30%
Homework	10%

Procedures related to academic dishonesty will be followed as outlined in the RCSD Student Handbook. **Students must complete assignments and assessments independently. Teachers must update grades in Powerschool on a weekly basis.**



Quality Instruction in Grades 6-8 (continued)

Student Access to Fine Arts

Students will have access to fine arts and electives. Electives are scheduled and offered to students at RCMS based on the grade level of students and will be included in the schedule given at the beginning of the year.

The RCMS Transition to 6 Periods

Students will be scheduled to take 6 classes per day that will last the whole year (electives may change every grading period or semester).

- 1st Period - 8:25 am - 9:31 am
- 2nd Period - 9:34 am - 10:38 am
- 3rd Period - 10:41 am - 11:40 am
- 4th Period - 11:43 am - 1:15 pm (includes lunch)
- 5th Period - 1:18 pm - 2:17 pm
- 6th Period - 2:20 pm - 3:25 pm

Lockers will not be used at Russell County Middle School during the 2021-2022 school year.

Addressing the 2019 Mathematics Course of Study

RCMS students will take math in the following order:

- 6th grade math
- 7th grade math or 7th grade accelerated math
- 8th grade math or 8th grade accelerated math



Quality Instruction in Grades 9-12

Student Access to Fine Arts

Students will still receive opportunities to take courses that meet ALSDE graduation requirements. Course requests, when possible, will be honored based on student-interest, need, and availability.

Student Access to Career and Technical Education

The RCSD, in partnership with the ALSDE, will provide CTE instruction in new and innovative ways as we prepare our students for what lies ahead. Some Work-Based Learning, Co-Op, and internships may not be possible during the 2021-2022 school year (i.e., health occupations, etc.).



Quality Instruction in Grades 9-12

Platforms for Instruction

The platforms for instruction, listed below, outline web-based programs that may be used for face-to-face instruction and specified virtual learning days. On campus instruction will include face-to-face lesson delivery in addition to the platforms below.

- Access
- CK12
- Classworks
- Edgenuity
- Google Classroom
- iCEV
- Moby Max

Note: Students in grades 9-12 that meet the minimum requirements may apply for the Warrior Virtual Academy. The handbook and application can be found at myrcsd.org.

Grading of Instruction

Coursework will be aligned to the rigor of state learning standards. Students are expected to devote time and attention to their studies and show consistent growth throughout the year. **Grades will be assigned and will impact a student's promotion or retention status. Students will be graded according to the following percentages.**

Grade Bands	9-12
Tests and Projects	60%
Classwork	30%
Homework	10%

CTE	
Coursework	80%
Tests	20%

Procedures related to academic dishonesty will be followed as outlined in the RCSD Student Handbook. **Students must complete assignments and assessments independently. Teachers must update grades in Powerschool on a weekly basis.**



Quality Instruction in Grades 9-12 (continued)

Graduation Requirements

- Students must have 24 credits to graduate high school.
- Students must pass all courses required for graduation by the ALSDE and the RCSD.
- Alabama High School Graduation requirements can be found on page 33 of our RCSD Student Handbook.

Block Scheduling at RCHS

RCHS still participates in block scheduling. Students will be scheduled to take four classes per semester.

- 1st Block - 8:26 am - 10:05 am
- 2nd Block - 10:09 am - 11:43 am
- 3rd Block - 11:47 pm - 1:51 pm
- 4th Block - 1:55 pm - 3:30 pm

Lockers will not be used at Russell County High School during the 2021-2022 school year

Dual Enrollment

RCHS is proud of the continued partnership with Chattahoochee Valley Community College and Troy University. RCHS will still offer dual enrollment courses on the RCHS and CVCC campus and/or through remote instruction.



Quality Instruction in Grades 9-12 (continued)

Improvement of Learning

- Any student who fails English, mathematics, science, social studies, or other required courses should make arrangements to recover the failing grade immediately through grade or credit recovery. Progress of students will be monitored by teachers, administrators, and counselors; however, it is the responsibility of the student to sign up for grade or credit recovery.
 - **Grade Recovery** is required of students who fail a course with an overall average below 39/F. Grade Recovery does not replace the failed course on the transcript.
 - **Credit Recovery** is only available to students who fail a course with an overall average of 40-59/F. Credit Recovery does not replace the failed course on the transcript. The National Collegiate Athletic Association (NCAA) does not recognize Credit Recovery. Students participating in Credit Recovery are not able to earn a grade higher than a 70/C.
 - Students should contact their counselor for more information (Ms. Valrie - valriea@russelcsd.net) (Mrs. Payne - paynej@russelcsd.net).

College and Career Readiness

The RCSD values providing continued college and career readiness opportunities to students. The system's Career Coach and counselors will be available for all students during the 2021-2022 school year to provide assistance with scholarship applications, college applications, job applications, resumes, etc. Students will be given opportunities to credential in vocational courses. Three opportunities will be given to benchmark on WorkKeys. Additional support will be made available to achieve benchmark scores on the ACT and AP exams. JROTC will encourage students who are excelling in the program to seek opportunities in military services.



Quality Instruction in Grades 9-12 (continued)

Addressing the 2019 Mathematics Course of Study

The ALSDE approved the [new mathematics course of study in 2019](#). The RCSD implemented the new COS starting with the 2020-2021 school year. For the high school grades, the sequence of math courses has changed. For new cohorts of high school students, the following order of math courses will take place in most cases: 9th grade - Geometry with Data Analysis, 10th grade - Algebra 1 with Probability, 11th grade - Algebra 2 with Statistics, and 12th grade - Other Specialized Math Course. Students in an existing high school cohort (current 10th-12th graders) will follow the path they started upon entering high school.

Student Organizations

Student organizations are vital components of community service and student involvement. Students may still identify with organizations during the 2021-2022 school year. While the interaction of clubs and organizations (Beta Club, CTE CTSOs, National Honor Society, etc. may be at a distance, students may still run for officer positions and participate in continuing the mission and vision of each individual organization. Students may contact club and organization sponsors for more information about participation and/or membership during COVID-19.



Quality Instruction in Special Education & EL Services

SPED and 504 Services

Every child with a disability is entitled to a free and appropriate education and is entitled to special education services based on their individualized education program (IEP). It may not be feasible, depending on the needs of the individual child and adolescent, to adhere both to physical distancing guidelines and the criteria outlined in a specific IEP. Attempts to meet physical distancing guidelines should meet the needs of the individual child and may require creative solutions, often on a case-by-case basis. Please contact your child's school or the district's Special Education Director, Dr. Vivian Relf, at (334) 408-4970 or relfv@russellcsd.net regarding their individualized plan.

Collaboration between General Education Teachers and SPED Teachers

As we work to provide effective instruction to our students, it is essential that we collaborate and explore options for meeting the individual learning needs of the students we serve. Collaboration between the general education teacher and the Special Education teacher is expected and necessary for student growth and achievement. As partners, both educators are responsible for teaching students and ensuring a positive learning experience. General education teachers are expected to be knowledgeable of the IEP goals for the students assigned to their classes. Additionally, general education teachers are expected to engage students receiving special services in regular classroom activities and assignments (in compliance with the IEP). Likewise, SpEd teachers are expected to know what grade level standards students are studying and work to support their mastery of skills.

Discussion Points

1. Share lesson plans with SpEd teachers.
2. Discuss ways to engage the students in core class activities.
3. Discuss ways to differentiate instruction (face-to-face and virtually)



Quality Instruction in Special Education & EL Services (continued)

Topics for Teacher Collaboration

1. Student goals for learning and achievement
2. Instructional planning and strategies for lesson delivery
3. Student assessment
4. Student progress toward goals
5. Interventions offered to support academic growth
6. Communication of student progress to parents

EL Services

Russell County Schools will provide instruction in accordance with their Individualized English Learning Plan through face-to-face learning. EL students will have the opportunity to receive tutoring opportunities after school or during the day through remote learning. EL teachers will follow up at least three times a week to assess progress. The EL teacher will provide English acquisition language support. Please contact your child's school or the district's EL Coordinator, Dr. Vivian Relf at (334) 408-4970 or relfv@russelcsd.net regarding their individualized plan.



TECHNOLOGY & LEARNING RESOURCES



The benefit of technology in education is undoubtedly the ability to reach more students more efficiently. After all, technology is all around us and only continues to expand with its many uses. Although many teachers like to rely on traditional methods of teaching, the possibilities that open when technology is brought into the classroom are endless. For one, access to education has been significantly broadened as a result, including a wide range of learning styles and degree options.

- Every student will have access to a device
- Several technology resources will be offered in order to continue learning opportunities during the school year ([See Curriculum and Instruction Section](#)).
- Students may be allowed to take devices home at the teacher's discretion
- All students will have to pay a \$25 usage fee
- Students should use RCSD provided devices (when possible) otherwise, limited technology support may be available
- Students without internet access may be able to access the internet at various community centers (list TBD and updated)
- If students do not have access to internet services, parents must notify the school two weeks prior to the **specified virtual days** (see calendar on page 5) so teachers can prepare instructional materials for those students



EMOTIONAL & SOCIAL SERVICES



School level support services will be provided by school counselors and the partnership with East Alabama Mental Health.

Students will receive lessons from the school counseling core curriculum format. Large group guidance sessions may address the following topics.

- Stress management
- Social isolation
- Cyber bullying
- Digital citizenship
- Bullying
- Career awareness
- Conflict resolution
- Goal setting
- Resilience strategies
- Good hygiene

Small group guidance sessions will address the following topics, but not limited to:

- Anger management
- Self-awareness
- Social skills
- Grief and trauma
- Effective communication

Students will have the opportunity to receive individual counseling. When needed, therapeutic counseling may be provided through East Alabama Mental Health.

When necessary, the Positive Behavior Support Team will meet with parents and develop behavioral support plans for students through the use of formal and informal assessments.

Crisis Response Teams will provide crisis intervention support at the school level. Students in trauma will be advised to seek immediate help in a crisis.

- Call 911
- [Disaster Distress Helpline](#): 1-800-985-5990 (press 2 for Spanish), or text TalkWithUs for English or Hablanos for Spanish to 66746. Spanish speakers from Puerto Rico can text Hablanos to 1-787-339-2663
- [National Suicide Prevention Life](#): 1-800-273-TALK (8255) for English, 1-888-628-9454 for Spanish, or [Lifeline Crisis Chat](#)
- [National Domestic Violence Hotline](#) 1-800-799-7233 or text LOVEIS to 22522
- [National Child Abuse Hotline](#) 1-800-4AChild (1-800-422-4453) or text 1-800-422-4453
- [National Sexual Assault Hotline](#): 1-800-656-HOPE (4673) or [Online Chat](#)

TRANSPORTATION



The Russell County School District recognizes the fact that safe and efficient school bus service is vital to the educational operation of the system. While school bus transportation is offered to all students, this service is considered a privilege and not a right. **In addition to the existing school bus expectations and guidelines as outlined in the 2021-2022 Student Code of Conduct, we are committed to the following precautions for students using the district's bus transportation service:**

- Ideally, for students riding the bus, symptom screening should be performed prior to being dropped off at the bus by parents or guardians
- Bus drivers are not medical professionals and cannot make a diagnosis at the bus stop. Parents should screen students prior to morning stops. Students that have symptoms should not be at the bus stop or attempt to ride until the student has no symptoms
- Assigned seating cards will be posted above the windows. Students are expected to stay in their assigned seats for the entire trip
- School administrators also need the bus seating chart for tracking purposes
- A face mask will be optional while riding the bus
- Drivers should be a minimum of 3 feet from students. Whenever feasible, the two front seats behind the driver will remain unoccupied
- Weather permitting, outdoor ventilation will be used by opening roof hatches and selected windows in addition to the use of air conditioning when available
- Buses will be sanitized between routes with a CDC approved disinfectant
- Parents will be surveyed to determine ridership and leveling of the amount of students per bus

NUTRITION SERVICES



The Russell County Child Nutrition Program's first priority is to provide nutritious meals to all students in a safe and clean environment. By providing nutritious meals and emphasizing good eating habits, we are providing an important means of improving the health of students in Russell County. Parents will be able to preorder meals for specified virtual learning days. Contact your school for more information.

- We will take safety precautions when distributing food to the students
- Breakfast & lunch meals are provided at no cost to the students in Russell County schools through June 30, 2022
- Students who bring meals from home will need to pack items that do not require heating or reheating
- No items may be brought from home to be shared
- It is recommended that parents use *MySchool Bucks* for meal payments
- Students' lunch numbers will be entered into the Point of Sales system by a CNP staff member when migrating through serving lines
- Outside visitors and/or family guests will not be allowed to dine in the school cafeteria
- Local schools CNP will adhere to current school nutrition guidelines and practices
- Meals may be served in classrooms or other designated areas
 - A. Pre-K and Kindergarten students will have breakfast and lunch delivered to classrooms
 - B. 1st-12th grade students will eat breakfast in their classrooms (delivered by CNP)
 - C. 1st-12th grade students will walk to the cafeteria to pick up lunch and eat in classrooms
- Marking will be used to indicate a 3 foot distance in food service lines
- All cafeteria surfaces and classrooms will be disinfected between serving sessions
- Students should avoid sharing food items and utensils
- Students will be served individual plated food items only
- Food service workers will use face masks & gloves as required by the ADPH
- Face masks are optional for students and staff during transition

PARENTAL EXPECTATIONS & SUPPORT



There is no partnership more critical than that between parents and educators. Research shows that family engagement is essential for school success. When it comes to school improvement efforts, active families are just as important as having a great principal and teachers, strong curriculum, and a positive school climate. Parent, family, and community involvement in education correlates with higher academic performance and school improvement. We strongly encourage parents to adhere to the following expectations:

- Daily temperature checks of your child/children
- Not allowing your child to come to school when sick
- Notify the school if your child is sick. A copy of “When to Keep Children at Home” guidance is found on the RCSD website under health services
- We encourage electronic delivery of absence/late excuses to the secretary or attendance clerk. One person will be allowed into the building to check in the child
- Parents should call the school prior to checking out a student to inform the office of the check out and who is checking out the child
- Limit visits to the school to emergency reasons only
- Talk with your child/children about healthy hygiene (handwashing, keeping hands out of face, social distancing, no physical touching of others, etc.)
- For trauma, seek assistance (Reference: [Emotional Support section](#))

Academic Expectations and Support

- Establish and maintain communication with your child’s teacher
- Ensure that your child is attending on specified virtual learning days
- Demonstrate appropriate behavior in the classroom
- Address appropriate behavior in the classroom
- Dress appropriately for face-to-face and specified virtual learning days
- Ensure that assignments are completed and submitted when required
- Attend parent/teacher conferences
- Provide an environment that is conducive to learning on specified virtual learning days

PROFESSIONAL DEVELOPMENT



Professional development is an essential component of effective instruction, assessment, and student growth and achievement. All RCSD teachers, regardless of instructional delivery method, will be engaged in professional learning to support their ability to deliver high quality instruction to their students.

Teachers will be engaged in professional learning prior to the start of the 2021-2022 school year and throughout the year to support the successful delivery of instruction, whether in a face-to-face or virtual learning. The professional learning sessions will be facilitated in face-to-face and virtual formats as necessitated for the safety and well-being of our employees. Certified employees will login to the [PowerSchool PL site](#) and search courses to register for the appropriate training session(s).

Professional learning opportunities for the teachers and support staff of the Russell County School District may include:

- AMSTI Science
- Block Scheduling
- CK-12
- Classworks
- Clever
- CTE Quality Assurance
- iReady
- Google Suite
- Handwashing 101
- Interactive Powerpoints
- Lesson Plan Development 101
- Mandatory Annual Trainings (Sexual Harassment, Suicide Prevention, etc.)
- Math Textbooks
- My Math
- myON Reading
- Opening Faculty Meetings
- Reading Street
- Reveal Math
- Pacing Guides
- Parent Video Library (Tech Support 101)
- Pre-K Big Day for Pre-K
- Pre-K Developmental Appropriate Activities
- Pre-K Teaching Strategies
- RTI
- Saavas Math
- Sanitation and Safety
- Second Step Comprehensive School Counseling Curriculum
- Sondag Systems Essentials
- Teacher Evaluation
- Tech Tools (Specific Apps)

COMMUNICATIONS & PARENTAL INVOLVEMENT



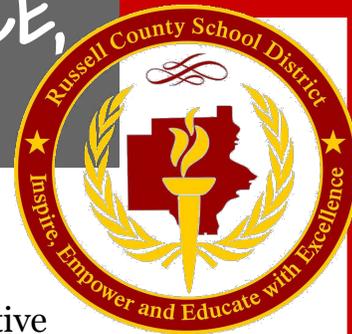
The Russell County School District is committed to keeping parents well-informed through various methods. Good school-parent communication should be on-going and have clear lines of communication from start to finish. We know that keeping parents involved provides a stronger relationship which benefits the child and school.

Tools our system uses are listed below:

- Peachjar provides flyers and are made available through email and social media
- Facebook and website posts information only
- Google Classroom, Remind 101, PBIS Rewards, and ClassDojo allow teachers and specialty groups to disseminate information
- Blackboard Messenger allows administrators to send out information via email, text, and phone calls. It also provides information to those who may not have a student in Russell County Schools
- Language Link allows for translation of written material and verbal communication
- PowerSchool provides up-to-date information related to student progress by allowing guardians to view records of grades and attendance.

Additional efforts will be made to ensure that stakeholders voice their concerns through surveys and/or various advisory councils.

COVID-19 PROTOCOL FOR ATTENDANCE, DIAGNOSIS, & ABSENCES



Effective for the 2021-2022 school year, in consideration of our community and nation facing a worldwide pandemic, it will be imperative that the district's guidelines, procedures, and policies surrounding school safety, specifically concerning COVID-19 be followed. The following information, although not conclusive, provides expectations for the smooth running of schools and protocols to keep everyone safe and minimize the spread of COVID-19.

Due to changing information concerning COVID-19 and the risk associated with exposure to the virus, these guidelines are subject to be modified. All changes and modifications will be shared with our students, parents, and employees as soon as practicable. Please continuously check [the RCSD website](#) for information regarding the district's COVID-19 protocols, leave policies, the Families First Coronavirus Response Act (FFCRA) and other resources concerning school families and employment matters.

The District will establish minimally invasive procedures to **screen all school employees and visitors** before they access a school facility for any of the following new or worsening signs or symptoms, exposure of possible COVID-19. We encourage everyone to use the following as a screening to determine if they should stay at home:

- *New Loss of taste or smell
- New Cough
- Shortness of breath or difficulty breathing
- Fever as a measured temperature greater than or equal to 100.4 degrees Fahrenheit without fever reducing medication
- Chills or repeated shaking with chills
- Muscle pain or body aches
- Headache
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Known close contact with a person who is lab confirmed to have COVID-19

Note: The district's website can be viewed to be informed of the number of COVID cases.

***Individual will be sent home to be assessed by health care provider**

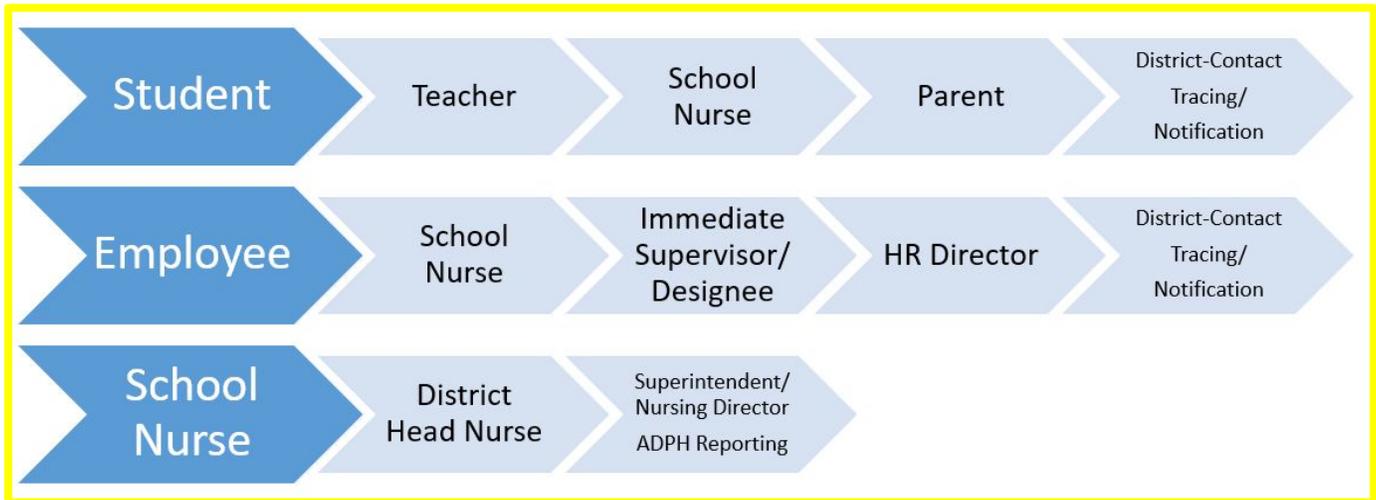
<https://www.alabamapublichealth.gov/covid19/schools.html>

COVID-19 PROTOCOL FOR ATTENDANCE, DIAGNOSIS, & ABSENCES



Notification of Symptoms/Exposure

Russell County School District will follow protocols for contagious disease. Students and employees will follow the attached chart when feeling ill and or for notification of symptoms. We will do everything possible to quickly notify individuals once contact tracing has been completed if an individual has come in **direct** contact with a student or employee who has notified us that he/she has tested positive for COVID-19. The identity of that individual will be kept confidential. With the ongoing concern regarding the spread of coronavirus, and in accordance with the Alabama Department of Public Health (ADPH) guidelines, notification of individuals testing positive with COVID-19 will be made to the Alabama Public Health Novel Coronavirus REPORT Card. ADPH assigned personnel will conduct contact tracing with the assistance of school officials. **Student absences due to a COVID-19 diagnosis will be excused.**



Harassment Prohibited

Employees and students who may become ill, present symptoms of the coronavirus or receive a diagnosis of having COVID-19 shall not be subjected to harassment, bullying or discrimination. The District's policies prohibiting harassment, discrimination, retaliation and bullying of any kind and by any means shall continue to apply and be in full force. Those in violation of such policies shall be subject to discipline.

COVID-19 PROTOCOL FOR ATTENDANCE, DIAGNOSIS, & ABSENCES



COVID-19 Health Practices Employees and Students

Symptomatic-Known/Other Health Related	Symptomatic-Unknown Cause	Exposure to Confirmed COVID-19 Asymptomatic or Symptomatic	Tested COVID-19 Positive
<p>Monitor your health and consult with a health official if symptoms are out of the ordinary for you (ie: seasonal allergies, sinus conditions, etc.)</p>	<p>Please follow the ADPH guidelines for quarantine at https://www.alabamapublichealth.gov/covid19/assets/cov-school-toolkit-032321.pdf</p>	<p>Quarantine 14 or more days if you have been in close contact with someone who has COVID-19.</p> <p>Fever free, at or between 97°F to 99°F for a minimum of one day (24 hours) prior to the return to work without the aid of fever-reducing medications.</p> <p>(See next page for exceptions to quarantine)</p>	<p>Quarantine/Isolate for 10 days from positive test</p> <p>May return to school/work: -10 days of quarantine have passed since your positive test</p> <p>-a minimum of one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);</p> <p>Improvement in respiratory symptoms (cough, shortness of breath, etc.)</p>

At the discretion of the Superintendent, an individual determined through exposure or symptoms to pose a health risk to others may be voluntarily asked to stay at home or if necessary directed to stay at home.

Additionally, under limited circumstances, the Superintendent reserves the right to allow employees and/or students to return from quarantine after a confirmed negative test result. The COVID-19 test may not be taken less than five days after the date of suspected exposure.

COVID-19 PROTOCOL FOR ATTENDANCE, DIAGNOSIS, & ABSENCES



Quarantine/Immediate Sanitization

In the event an employee or student is reported to have tested positive for COVID 19 and is reported to have been present at the school building or work site, the District will assess the exposure and determine arrangements for cleaning and/or sanitizing the certain area(s) or the entire building. At the discretion of the Superintendent, the District may direct an employee or student to stay at home if he or she is determined to pose a threat to the health and/or safety of the students and other employees. First, the individual will be asked to voluntarily stay at home. If the individual refuses, the Superintendent may direct an involuntary exclusion. Some of the factors to be considered as to whether an employee or student poses a risk include: The duration of the risk; The nature and severity of the potential harm; The likelihood that potential harm will occur; and the imminence of the potential harm to other students and staff. **Student absences due to a COVID-19 diagnosis will be excused.**

Quarantine/Exposure to Symptomatic Individuals

Russell County School District will follow the guidelines implemented by the Alabama Department of Health (ADPH) concerning quarantine of individuals experiencing or being exposed to others exhibiting symptoms of COVID-19. Please see ADPH Toolkit

<https://www.alabamapublichealth.gov/covid19/assets/cov-school-toolkit-032321.pdf> for more information.

Exceptions to Quarantine

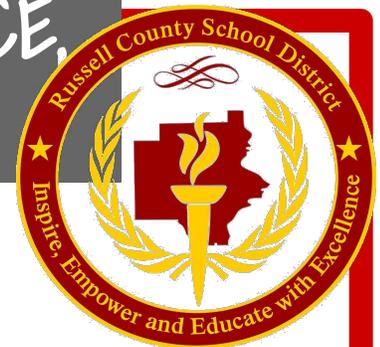
- **People who have been vaccinated must show vaccination card as long as they meet the following criteria:**
 - Are fully vaccinated (i.e., ≥ 2 weeks following receipt of the second dose in a 2-dose series, or ≥ 2 weeks following receipt of one dose of a single-dose vaccine)
 - Have remained asymptomatic since the current COVID-19 exposure

People who do not meet all three of the above criteria should continue to follow current [quarantine guidance](#) after exposure to someone with suspected or confirmed COVID-19.

Fully vaccinated people who do not quarantine should still watch for [symptoms of COVID-19](#) for 14 days following an exposure. If they experience symptoms, they should be clinically evaluated for COVID-19.

<https://www.alabamapublichealth.gov/covid19/assets/cov-school-toolkit-032321.pdf>

COVID-19 PROTOCOL FOR ATTENDANCE, DIAGNOSIS, & ABSENCES



Sanitization

All staff members will be required to assist with the establishing and maintaining sanitizing measures for each classroom, school and/or job site. Sanitization will focus on commonly touched surfaces (e.g., doorknobs, tables, desks, light switches, countertops, etc) to ensure continuous cleaning throughout each work/school day. The District will purchase cleaning supplies and disposable wipes for use by staff members and students. Donated cleaning items may also be used. Each school administrator/supervisor will develop a detailed custodial plan of hourly building sanitization and cleaning activities for common areas. If there are no documented COVID 19 cases, the District will continue with regular cleaning methods. If there is a documented case, the District will work with health officials to determine proper sanitization methods.

Additional Health Practices

Wherever possible, while on campus or in the workplace, employees and students will maintain at least three feet separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitization must be rigorously practiced. The District will make face coverings optional.

Bandanas or scarves are not acceptable face masks

The District will apply normal practices and policies governing sick leave, vacation leave, personal leave and other paid leave. Employees with questions concerning leave requests, underlying health conditions, accommodation requests or eligibility under the FFCRA should be directed, in writing, to the Human Resources Director, Tammy Barnes, barnest@russellcsd.net. The District will evaluate such requests on a case by case basis. Questions concerning payroll changes, unpaid leave status and benefit changes should be directed to the Payroll Clerk, Vonnie Gilboy, gilboyv@russellcsd.net.

CONTACT INFORMATION



For questions related to the RCSD Reopening Plan, please contact your school at the number listed below. Departments associated with each part of the RCSD Reopening Plan are also listed below.

RCSD Schools	
Dixie Elementary	334-468-5323
Ladonia Elementary	334-468-5805
Mount Olive Primary	334-468-5100
Mount Olive Intermediate	334-468-5002
Oliver Elementary	334-468-5400
Russell County Middle	334-468-5604
Russell County High	334-468-5701
RCSD Departments	
The Superintendent's Office	334-468-5540
Alternative Programs & Truancy	334-408-4986
Career & Technical Education	334-408-4957
Counseling and Pre-K	334-408-4947
Curriculum & Instruction	334-408-4957
Maintenance	334-408-4967
Nutrition	334-408-4933
Safety	334-408-4972
Special Services & EL	334-408-4970
Technology	334-408-4977
Transportation	334-408-4926