Dear Troup County School System Community:

As you know, the COVID-19 crisis has caused us all to think, act and work differently regarding interacting with the world around us. To create this plan, our staff has worked diligently to gather input from the community, analyze all pertinent research and information and consult with multiple state, governmental and public health agencies. The following plan will offer families two basic options as we begin school on Monday August 17th. The options are: Traditional In-person Instruction or Virtual Learning. If families choose the Traditional Model, we will provide multiple recommended safety precautions and highly encourage the use of masks while in the school building. Please note that masks will be required on school buses and transitions during the school day. If families choose the Virtual Model, Chromebooks will be distributed and instruction will be provided both synchronously (real time) or asynchronously (not real time). We will work with families to provide "Hot Spots" if they do not have adequate internet services at home.

Please understand that we are counting on all of our staff, students and families to be flexible in this process. Prior to August 17th, the plan is subject to change and may be modified in order to provide the best and safest education possible for the students of Troup County.

Thank you for your support in these challenging times.

Brian T. Shumate, Ph.D.
Superintendent
Back to School Troup County is a plan developed as guidance for students, staff, and parents returning to school for the 2020-2021 school year. The strategies contained within this plan are based on guidance from the Centers for Disease Control and Prevention, Georgia Department of Education, Georgia Department of Public Health, and other local and national health and government organizations. The approach taken to complete this plan is to maximize the educational opportunities while keeping the safety and well-being of our students, staff, and parents in mind.

This plan is current as of July 15, 2020. It is a work in progress and can change based on data, information, and feedback from our health and community organizations.

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Protective Measures for Staff & Students

Social Distancing

Social distancing has been identified as a key to stop the spread of the COVID-19 virus. Social distancing is defined as keeping space between yourself and others.

In the Troup County School System, the following strategies will be used to promote physical distancing to the greatest extent possible.

Schools will work within their buildings to develop practices that minimize crowd flow and reduce crowding during arrival, dismissal, and during class change. Strategies include:

- Directional signage that may include designated entrances/exits, one-way hallways, and areas of restricted access
- “Helicopter arms” and other strategies to assist students with spatial orientation and the need to maintain 6 feet of separation
- Monitored transitions/class changes with staff assigned to discourage congregating. In the morning and at dismissal, students will be directed to go straight from their vehicles, buses, and drop-off points to their classrooms and vice versa.

Schools will provide frequent reminders to students and staff to stay at least 6 feet from each other whenever possible.

Desks and other seating will be arranged in classrooms to maximize distance between students, and student desks will face the same direction as much as possible.

When possible, students will be kept in small cohorts or groups during the day and from day-to-day.

Outdoor recess will be provided and may be modified, especially on rainy days, in order to reduce the mixing of classes. Items such as balls, will not be shared at recess.

Plexiglass barriers may be installed for protection at reception desks, cafeteria registers, and other areas where appropriate.

Traditional field trips, meetings, assemblies, and performances will be modified and may become virtual events whenever possible.

- Large assemblies will be modified or cancelled if determined to be non-essential.
- Parent meetings (Student Support Team, Section 504, and Individual Education Plan, etc.) will be conducted virtually whenever possible.

Outside visitors to school (parents, district office, etc.) will be discouraged. In the event that the principal determines the necessity, visitors will need to make an appointment and abide by protective guidelines that include a temperature check, completion of a symptom checklist, and wearing a mask.
that covers the mouth and nose for entry beyond the lobby. Parents dropping off or picking up students will not need an appointment, but will not be allowed beyond the lobby of the building.

**Face Coverings**

As members of a school community, students will be encouraged to exercise care for themselves and for the health of their classmates and teachers. Face masks are most essential when physical distancing is difficult. Reminders of these recommendations will be posted throughout the schools and supported by all staff. *The wearing of face masks is strongly recommended for ALL students and staff while inside TCSS buildings and in meetings.* Masks are meant to protect other people in case the wearer is unknowingly infected and should cover both the nose and the mouth when worn. Face shields are an acceptable substitute for staff and students, but may not be as effective as a reusable cloth mask.

The Troup County School System has purchased cloth face masks for every student and staff member. These masks are machine washable and made from a soft, comfortable fabric. These masks belong to the student/staff member and can be appropriately decorated or customized within the guidelines of the district’s dress code. Buffs, Gators, (neck sleeves) are an acceptable form of face coverings; however, because they are prohibited by school dress codes, bandanas are not allowed to be used as a face covering.

Face shields will be available, upon request, for staff and for students with underlying medical conditions.

**Monitoring for Symptoms**

Conducting regular screening and ongoing self-monitoring throughout each school day can help reduce exposure. Staff and students are encouraged to self-monitor for symptoms which may include a fever of 100.4 or higher, cough, shortness of breath, fatigue, muscle or body aches, headache, new loss/change of taste or smell, sore throat congestion or runny nose, nausea or vomiting, or diarrhea. If a student develops symptoms throughout the day, he/she must notify an adult immediately.

To identify and isolate those who may be running a temperature, the district has purchased hand-held digital thermometers and high volume walk-through temperature devices for each campus and central offices. Upon arrival to a TCSS facility, students and staff will be required to go through a daily screening process which includes temperature checks. Procedures are in place to support those whose temperatures register greater than 100.4 degrees and include the opportunity to be re-checked after a short cool-down period. In the event that a student/staff member is running a fever, he/she will be isolated and sent home.

**Cleaning & Hygiene**

The COVID-19 virus is thought to be spread through respiratory droplets released when people talk, cough, or sneeze. The virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. That’s why personal hygiene practices (such as handwashing and staying home when sick), social distancing, and environmental cleaning and disinfecting are so important.

In an attempt to reduce the spread of the virus, doors at the main entrances to the schools will be held open at the start and finish of each day to limit the need to touch door handles.
Staff will review proper hand-washing techniques with students (with soap at least 20 seconds) and allow for regular handwashing breaks throughout the day.

Restrooms will be stocked with antibacterial soap and towels, and students will be strongly encouraged to wash their hands during the school day.

Hand sanitizer with at least 60% alcohol will be provided at building entrances, in the cafeteria, on buses, and in classrooms. These will be systematically checked and refilled. Children will be supervised in the use of these products.

Adequate supplies will be provided to support healthy hygiene behaviors throughout the day (e.g. hand soap, hand sanitizer, paper towels, wipes, etc.) Parents may also send donations of hand sanitizer with at least 60% alcohol content, disinfecting wipes, and facial tissues for their child’s classroom.

Teachers and students should utilize system provided wipes to clean desks, and tables once per day. Teachers should also clean frequently touched surfaces such as door handles, light switches, computer key boards, mice, interactive boards, and telephones with the wipes.

Students will be encouraged to sneeze and cough into their elbows or to cover with a tissue.

Student personal items (such as pens, crayons, and scissors) should be kept separately in individual lockers, cubbies, or containers. Students will be instructed not to share these items with other students.

Non-essential, cloth covered items such as drapes, pillows, cushions, furniture, area rugs, and all other items not essential to learning may be removed from the classroom.

Shared items that cannot be consistently disinfected will be discouraged (stuffed toys, balls, etc.)

**Custodial Services**

The Troup County School System contracts with Aramark, a private contractor, for cleaning and custodial services. In response to COVID-19, all Aramark staff have been trained in enhanced cleaning and sanitation techniques.

Regular sanitization practices have been implemented throughout the district using OXIVIR One Step Disinfectant Cleaner. In addition to the regular sanitizing methods, the district will treat classrooms, office spaces, weight rooms, and locker rooms with Surfaceguard 90 Biostatic Antimicrobial Protective Coating, prior to the first day of school, designed to reduce virus transmission.

Throughout the day, custodial services will sanitize high touch surfaces and restrooms to reduce the possible transmission of the virus. Between classes, teachers will wipe down high touch surfaces and shared instructional materials.

Bus surfaces will be treated with SurfaceGuard 90 Biostatic Antimicrobial Protective Coating prior to the first day of school. Between the morning and afternoon bus routes, buses will be wiped down by the driver, and full bus disinfectant fogging will take place as needed.

Teachers and students will be expected to pick up all items from the floor and clear desktops and tabletops at the end of the day to allow for more thorough cleaning each evening. Each night, custodians will clean high touch surface areas with OXIVIR One Step Disinfectant.
In the event of a possible exposure to the virus, custodial staff will isolate and deep clean impacted classrooms and spaces. Facilities may need to be closed for an extended period of time to deep clean affected areas.

**Food Services**

Additional signage will be used to designate areas and to promote social distancing.

All cafeteria spaces will be sanitized by the custodial staff prior to student’s eating meals and after each student group leaves the cafeteria. Regular cleaning of high touch surfaces will occur between each serving session.

Safety practices for all cafeteria workers include the wearing of face masks, face shields, gloves (where appropriate), and hand sanitizing.

Students will be required to wash their hands before and after each meal, and hand sanitizer will be available.

Breakfast and lunch menu options will be modified for easier transport to and from the cafeteria. Students may pick up breakfast and lunch from the cafeteria and eat in the cafeteria or other designated areas.

Individually packaged utensils, condiments, and pre-packaged/boxed lunches may also be provided.

For Virtual Academy students, the School Nutrition Program will establish a process for serving breakfast and lunch. Three days advanced ordering on-line via PCS will be required.

**Water and Ventilation Systems**

All water fountains will be turned off. Students, teachers, and staff are encouraged to bring their own water bottles for personal use.

Heating and air conditioning units are continuously maintained to ensure safe ventilation of spaces.

All facilities utilize air filters with a minimum Merv 8 rating. Pleated fiberglass or washable filters are used to capture air particles and changed three times per year.

**Transportation**

Physical distancing on a school bus is most challenging due to limited available space. Strict physical distancing between riders of 6 feet is not practical as it would require as few as 12 riders on a school bus. Therefore, it is **required that all students wear a face covering while riding the bus** to and from school. To the greatest extent possible, distances between students seated on buses will be increased. TCSS transportation is also taking the following precautions:

- Surfaceguard 90 Biostatic Antimicrobial Protective Coating will be applied to all buses three times during the school year.
- Touchpoint surfaces will be sanitized between routes each day. As much as possible, buses will be wiped down with disinfecting wipes between routes (MS/HS and ES routes).
- Full-bus disinfecting fogging with electric misting units will take place as needed.
- Drivers and students will be required to wear face coverings on buses.
• Hand sanitizer will be provided as student board the bus each morning.
• To maximize air circulations, roof hatches and windows will be opened.
• Response protocols are being developed for how to handle sick students at a stop location and for identifiable illness while students are on the bus.
• Children that become sick during the day may not ride the bus home.

**Nursing Services**

Clinics at our schools are being outfitted with additional resources. Attempts are being made to assign a dedicated nurse to each elementary school. The following steps will also be taken in our school clinics:

• Students who are sick will be sent to the school nurse clinic. They will be isolated from other students who are in the clinic for routine reasons (e.g. medication, first aid, or other regular treatments) either in a section of the clinic or in another isolation room, depending on the school and clinic size. Students who are sick must be promptly picked up.
• Student and staff who become ill are encouraged to seek treatment and consult with their personal healthcare provider or the local health department
• When staff or student cases of COVID-19 are confirmed, the system will work with local health authorities to respond rapidly. Responses will be dictated by the specific nature of each case.
• Troup County will follow all relevant student and health privacy laws when making this disclosure.
• In the clinic, nurses will wear medical grade personal protective equipment and change as needed. Touchless thermometers will be used in schools when taking student or staff temperatures.

**Coping and Resilience**

The outbreak of COVID-19 can be stressful for many. Fear and anxiety about a disease can be overwhelming and cause strong emotions in adults and children. Schools play an important role in helping students and staff cope by offering support in a variety of ways.

Training will be available to TCSS staff to ensure that they are prepared to support students’ social emotional learning. Counselors and social workers will also be on hand to support students as needed.

We encourage staff, students, and families to talk with those they trust about their concerns about COVID-19 and how they are feeling. During the first week of school, teachers will be focused on building trusting relationships designed to support students during this difficult time.

Additional behavioral health services are available for students, families, and staff. Students should contact their school guidance counselor for assistance. Employees should contact the Human Resources Department for information on the TCSS Employee Assistance Program.

**Guidelines for those who are Sick**

The most critical tool in preventing the spread of COVID 19 is that any student or staff member who is ill or who has been exposed to someone confirmed to have COVID-19 not attending work/school. According to the CDC, staff or students who test positive for COVID-19 must remain in isolation at home for 14 days. Once the student’s or employee’s symptoms resolve AND respiratory issues have improved
AND the student or employee is fever-free without medication for the last three days of isolation, the student or employee can return to work on day 15 after the 14-day isolation period has ended.

- Any staff member who has a temperature of 100.4 or higher, exhibiting COVID-19 symptoms, has tested positive for COVID-19, or has been in direct contact (within 6 feet for 15 minutes or longer) with someone who has tested positive within the past 14 days is expected to notify their direct supervisor. If employees are not at work when this contact occurs, employees should not return to their building. If the contact occurs while at work, the employee should isolate themselves, immediately put on a mask, and contact their supervisor by phone. Their supervisor will advise them of the interventions necessary which will include quarantine and a Fit for Duty letter for those who test positive for the virus.

- Students with a confirmed case of COVID-19 or suspected exposure to the virus that are showing symptoms may return to school as described in the DPH document “COVID-19 Pandemic: Returning to School” on page 7.

- Realizing the children will get sick with illnesses that are not COVID-19, all students who are out sick will need to be fever-free for 3 days (72 hours) without the use of fever-reducing medicine before being allowed to return to school. By sending your child to school, parent/guardian is attesting that their child has been fever-free for 72 hours.

**Communication**

TCSS is committed to focused and frequent communication with schools, families, and our community during these challenging times. We will do our best to share decisions as they are made. We will share additional information about what to expect throughout the coming school year on a regular basis.

Communication will be sent via SendIt, which is the district’s new mass communication notification system. Parents, students, and staff members may receive information via phone call, email messages, and text (SMS) messages through SendIt. In addition, TCSS will use digital mediums such as the district and school webpages and social media pages. Please check to make sure your contact information is accurate in Infinite Campus for all of your children. Contact information can be updated during the online registration process.

Signs will be posted throughout the buildings reminding students and staff of recommended healthy hygiene practices. Students will be reminded of proper hand-washing and covering techniques for coughs and sneezes.

Once school starts, there may be situations where a student or staff member tests positive for COVID-19. Each case will be evaluated individually. School personnel will communicate with the involved students and families as needed. Due to HIPPA and privacy requirements, we will not identify individuals with COVID-19, we will not publicly share their information, and we ask that others not speculate about such instances.

**Student Attendance**

Attendance incentives are waived for the 2020-2021 school year.

Attendance policies and the Truancy Protocol will be followed for students attending the Traditional Instructional Model and for those who choose to attend the Troup County Virtual Academy (TCVA).
Traditional School Attendance - Students who are sick should stay home. Staff and students are encouraged to self-monitor for COVID-19 symptoms which may include a fever of 100.4 or higher, cough, shortness of breath, fatigue, muscle or body aches, headache, new loss/change of taste or smell, sore through congestion or runny nose, nausea or vomiting, or diarrhea. For an absence to be excused for illness, students must bring a note from home within three of returning to school describing the nature of the absence.

Virtual Academy Attendance will be determined by the teacher based on the following three criteria:

- Students must attend all synchronous sessions
- Students must log in to the Learning Management System, participate in each class daily and make expected weekly progress in each class
- Student must communicate regularly with teacher(s)

**Athletics and Extra-Curricular Activities**

The TCSS will follow the Georgia High School Guidelines for athletic practices and competitions.

Locker rooms and weight rooms will be cleaned by custodial staff each day and will be regularly wiped down by coaches and student athletes throughout the day.

Spectators’ at all athletic events will be required to participate in temperature checks upon entry into the venue.

**School Calendar**

Please note, all currently scheduled breaks (Thanksgiving, Winter, and Spring) will remain as listed in the 2020-2021 school calendar. However, the entire 2020-2021 calendar may have to be modified at some point during the school year in order to accommodate circumstances related to the spread of the COVID-19 virus.

**FIRST DAY OF SCHOOL FOR STUDENTS: Monday, August 17, 2020**

The unexpected need to educate students during the “stay at home” order at the end of the 2019-2020 school year, identified the need for the district to update its instructional delivery system to support a digital learning environment. As a result of this unprecedented event, the Troup County School System purchased a Learning Management System (LMS) that will be used for the 2020-2021 school year to create rigorous, digitally supported, standards-based lessons for all students in Kindergarten through grade 12. All teachers will use the new LMS to plan, deliver, and assess in-person and/or virtual learning designed for mastery of the Georgia state curriculum standards. In order to support teachers, students and parents in the implementation of a new way of doing school, the start of the school year has been adjusted as follows:

Preplanning - Teachers will return to school for four days of Preplanning on Tuesday, August 4, 2020. During the week, teachers will attend intensive district level Learning Management System trainings on Tuesday through Friday designed to support them in the use of the new LMS for the school year.

Extending Planning for Teachers - The week of August 10 – 14, building level leaders will work with their staffs to develop new routines and practices that support student safety and organizational planning. During this week, Meet the Teacher and other back to school events will take place with attention paid
to social distancing and the wearing of masks. Teachers will also be working within their PLCs to create lessons within the LMS and creating an instructional plan that can be seamlessly converted from face-to-face instruction to online instruction if needed.

First Day of School – Students will return to school on Monday, August 17, 2020. During the first week of school, teachers will emphasize the social/emotional support of students, build relationships, educate students on new routines, and teach them how to engage with the new Learning Management System.
Learning Options

**Parent Choice**

Students in the Troup County School System will return to traditional, face-to-face instruction on Monday, August 17, 2020. Parents will be allowed to choose to have their child attend the Troup County Virtual Academy (TCVA) and receive their instruction without attending in-person, face-to-face instruction.

- **Traditional Instruction**

  Learning occurs in a traditional classroom setting with accommodations made for physical distancing, cleaning and disinfecting, and symptom monitoring. **ALL students will be assigned to traditional classrooms. NO ACTION is required if a student is planning to attend traditional, face-to-face instruction.**

  Students receive quality instruction on all grade level standards.

  - Full school day, Monday – Friday, following class schedule
  - Learning Management System will be the foundation of all instruction
  - Chromebooks and hot spots (where appropriate) will be distributed K-12

  All traditional classes will need to be prepared to rotate in/out of virtual learning if necessary

- **Troup County Virtual Academy (TCVA)**

  Learning takes place virtually, without being in regular face-to-face contact with a teacher inside the classroom. It consists of scheduled, online, teacher-prepared lessons which students complete outside of the school building. Education will continue, even though students and teachers are not in the same physical location. **Parents who want their child to attend the Virtual Academy must complete an application located on the TCSS website. The deadline to request TCVA is Friday, July 24, 2020.**

  - Students will receive quality instruction on all grade-level standards.
  - Parents will elect for their child to participate in the Troup County Virtual Academy.
  - For elementary students, adult supervision is required. For middle school students, adult supervision is highly recommended.
  - By choosing the TCVA, parents will be asked to certify that their child has access to a device (TCSS issued Chromebook), the internet, and are committed to the remote learning environment for a nine week period at the elementary and middle school level and a semester at the high school level.
  - Parents/guardians should note that their child’s teacher may not be physically located at the school where he/she would physically attend. If a parent/guardian elects to move from virtual instruction to traditional instruction at one of the entry/exit points, their child may have a different teacher(s). Troup County will staff traditional and virtual teaching positions with existing teachers.
  - Instruction and support will be provided by Troup County teachers and staff.
- The expectations and rigor will be equivalent to the rigor and expectations for students in the traditional classroom. Families will need to commit to supporting students by committing to daily attendance requirements Monday through Friday.
- Students who are new to the district may elect to attend the TCVA during the registration process.

**Traditional Instruction**

As in the past, traditional instruction will take place each day Monday through Friday according to a regular bell schedule. Students will receive face-to-face instruction, and technology will be regularly used in the classroom. Therefore, the TCSS is in the process of completing the purchase of Chromebooks for student use in grades K though 2. Once received, students in K-12 will be offered a Chromebook that the student will be allowed to take home each evening to work on assigned work. Assignments, lessons, and communication will be housed in the Learning Management System (called Canvas), and students will be required to access digital learning materials daily.

Training on the use of the new Learning Management System (Canvas) will be available for students and their families.

Field trips will be suspended until further notice.

**Troup County Virtual Academy (TCVA)**

The Troup County Virtual Academy is available for students in grades K – 12, and will consist of synchronous and asynchronous learning activities. Synchronous learning occurs in “real-time”. Students and teachers are having conversations and sharing information in real time. An example of a synchronous activity is a videoconference between the teacher and several students (using Zoom or Google Hangout). Asynchronous learning takes place at different times and in different locations. For example, a lesson may be recorded by the teacher in the morning, and a student might view the recording in the evening. Or, a student will work on a project at a convenient time of the day which will not be at the same time he/she is interacting with the teacher. All teachers will use a Learning Management System (Canvas) to support a complete digital learning environment. Training on the use of the Canvas will be available for students and their families.

**TCVA - Middle and High School Schedule**

Teachers will develop a synchronous instructional schedule and communicate the schedule with their students. In order to prevent multiple subjects to compete for the same time, each core content is assigned a synchronous meeting day as follows:

- Monday: Social Studies
- Tuesday: Math
- Wednesday: English Language Arts
- Thursday: Science
- Friday: Electives

On these days, students will participate in synchronous learning with their teacher. Sessions will be approximately 50 minutes for middle/base high school classes and 80 minutes for THINC classes.
In order to support a variety of electives and “singleton” classes, teachers may use digital platforms like Odysseyware and Georgia Virtual School as curriculum resources.

In addition to synchronous meetings, students will be assigned a variety of asynchronous activities (e.g. video conferencing with student groups, research, problem-solving, projects, etc.) that they will complete throughout the week. Students will be expected to work on these assignments Monday – Friday.

Teachers will be available every day, Monday through Friday for student conferencing, remediation, and enrichment. Teachers’ planning period will be from 8:00 a.m. – 9:00 a.m. Academic supports for students with disabilities, 504 plans, and English Language Learners will take place virtually in collaboration with content teachers.

For high school students, dual enrollment courses will follow the college/university stated schedules, practices, and policies. Contact the college/university for details.

**TCVA - Elementary School Schedule**

Parents will register students for a morning or afternoon session.

The morning session will be from 9:00 am to 11:00 am and afternoon will be from 1:00 pm to 3:00 pm. Teachers will have planning time from 8:00 a.m. to 9:00 a.m.

Teachers will conduct synchronous lessons during the two-hour integrated block on Monday – Thursday, and teachers will tutor/conference every afternoon and all day on Friday.

A sample two-hour block may include the following:

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday &amp; Wednesday</th>
<th>Tuesday &amp; Thursday</th>
<th>Friday (Asynchronous Learning for Students)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 – 9:00</td>
<td>Teacher Planning</td>
<td>Teacher Planning</td>
<td>Teacher Planning</td>
</tr>
<tr>
<td>9:00 – 9:30</td>
<td>Phonics Instruction</td>
<td>Guided Reading Instruction (Phonics-Based)</td>
<td>Small Group/Conferencing</td>
</tr>
<tr>
<td>9:30 – 9:50</td>
<td>Writing Instruction</td>
<td>Math Instruction</td>
<td>Small Group/Conferencing</td>
</tr>
<tr>
<td>9:50 – 10:00</td>
<td>Movement Break</td>
<td>Movement Break</td>
<td>Small Group/Conferencing</td>
</tr>
<tr>
<td>10:00 – 10:30</td>
<td>Math Instruction</td>
<td>Read Aloud/Calendar Activities</td>
<td>Small Group/Conferencing</td>
</tr>
<tr>
<td>10:30 – 11:00</td>
<td>Science and PE/Health Integrated Activity</td>
<td>Social Studies and Music or Art Integrated Activity</td>
<td>Small Group/Conferencing</td>
</tr>
</tbody>
</table>

Students are required to attend all synchronous lessons.

The Learning Management System will be used for all instruction including asynchronous learning activities.
**Academic Supports for Students**

**Gifted Students** – Canvas easily supports the differentiation of learning activities for high performing students. Teachers will assign activities designed to challenge students and meet their advanced academic needs. Gifted certified teachers will serve students via collaborative or consultative delivery models.

**Individual Education Plans (IEP)** - The Troup County School District remains committed to providing individualized education program (IEP) special education services to eligible students that opt for distance/digital learning (Troup County Virtual Academy). We realize online learning may affect how special education and related services are provided; therefore, each student’s IEP team will collaborate to ensure that the student receives services to the greatest extent possible.

**English as Second Language Services (EL)** – EL teachers will collaborate with core content teachers and serve students weekly in synchronous collaborative sessions scheduled at various times throughout the week. Students will be provided asynchronous activities as well, and the EL teacher will communicate with families on a regular basis.

**Early Intervention Plans (EIP)** - Early Intervention Services (EIP) will be provided in face to face instruction on campus, as well as through our virtual instructional delivery model. Students will be served in either a reduced class size setting by the general instructor, or in small group instruction provided by the designated Early Intervention Teacher. Through this program, we will continue to be able to provide additional instruction necessary to be successful in reading and/or mathematics.

**Additional Virtual Guidelines**

Elementary and middle school students can return to a traditional instructional model at the completion of each nine week period. High school students are able to return to a traditional class at the semester break. Exceptions are rare, but may be made if determined by an Individualized Education Plan (IEP) committee, a Section 504 committee, or at principal’s discretion.

Information will be provided on requirements for parents to verify their child’s daily attendance and participation prior to the beginning of the school year. Parent(s)/guardian(s) agree to comply with all methods to verify daily attendance and participation. Truancy laws cannot be waived by the school system, and parents who do not consistently ensure their students meet attendance guidelines will be subject to the standard truancy consequences.

TCVA students will be subject to the TCSS Code of Conduct while participating in the Virtual Academy.

Students enrolled in the Virtual Academy will still be enrolled in their zoned/home school, and principals of their home school will have administrative supervision over Virtual Academy students the same as any other student attending traditional instruction in their building.

Parent(s)/guardian(s) agree to have their student participate in required district assessments depending on student grade level and state requirements. Such assessments will be outlined at the beginning of the program and would include at-home test taking options, as well as options to take at school (in a controlled environment) depending on the assessment and state requirements.
Students in the TCVA may participate in extracurricular activities and athletics to the degree that is feasible. Some activities will not be accessible if they are held at a time that prohibits participation due to the nature of the activity. Principals hold final decisions on when a TCVA student can or cannot participate in an extra-curricular activity.

The district will work with families to ensure each household has the technology necessary to successfully participate in Virtual Learning. School based leaders will work with families to align synchronous learning scheduling between siblings and parent schedules.

The Troup County Virtual Academy will be in effect for the entirety of the 2020-2021 school year. Decisions for future years will be determined at a later date based on community demand, system discretion, and public health circumstances.

Note: For the 2020-2021 school year, all report cards and progress reports will be available online through the Parent Portal in Infinite Campus. They will not be send home or mailed.

*Interim Closure Instructional Plan*

Quarantine of the individual, a specific classroom or grade level, and in extreme circumstances the entire school may be required. Classroom, school, or district quarantine will result in the implementation of a virtual learning instructional model for some period of time depending on the number of cases and the nature of exposure.

Students and classes that are quarantined due to positive COVID-19 tests or exposure will be able to continue instruction via implementation of a virtual learning instructional model.

In order to ensure that all teachers and students will be prepared for an interim closure by class, by school, or by district, the following strategies are in place:

- Training on the Learning Management will be available for all teachers, students, and parents.
- Students in the Troup County Virtual Academy will remain with their TCVA teacher and will continue without interruption.
- For short term closures, traditional students will remain with their assigned teacher and their instruction will be managed on their current traditional schedule. For a more extensive closure, a district-wide virtual learning schedule will be implemented.
- Traditional teachers will create and maintain “learning boxes” with current materials needed in the event of closure.
- Attendance requirements will follow guidelines as described for the TCVA.
**Other Information**

*Meet the Teacher and Orientation*

High Schools will hold verification day on August 13
- Each school will be open from 8AM to 5PM
- Only parents/guardians and students should attend
- Face masks are strongly recommended
- Temperature checks will be mandatory
- High Schools will conduct 9th grade parent meetings the evening of August 13
- Individual schools will provide further details prior to August 13

Middle Schools will conduct Meet the Teacher Day on August 13
- Each school will be open from 8AM to 5PM
- Only parents/guardians and students should attend
- Face masks are strongly recommended
- Temperature checks will be mandatory
- Individual schools will provide further details prior to August 13

Elementary Schools will schedule Meet the Teacher in small groups by grade level/alphabetically during the week of August 10th.
- Only parents/guardians and students should attend
- Face masks are strongly recommended
- Temperature checks will be mandatory
- Plans will be communicated to parents by building administrators prior to August 10

*Before and After School Care*

Elementary schools previously offering Aftercare Enrichment (ACE), will be providing these services for students enrolled in traditional instruction. Guidelines for social distancing will be in place, and TCSS will attempt to keep student teacher ratio to a minimum. Space may be limited, and allocated on a first come, first served basis.
Approach

Plan Development

This TCSS Reopening Guidance Document was developed after several weeks of gathering stakeholder input from parents, students, community, and TCSS staff through the gathering of survey results and committee work. The input was combined with information from the principals and districts in the West Georgia RESA, as well as, other districts in Georgia. Finally, recommendations from the Governor’s Office, the CDC, District 4 Department of Public Health and other governmental agencies were carefully considered in the development of this plan.

School Opening/Closing Decisions

Decisions to open and to remain open will be made using the latest guidance from external agencies (e.g. Department of Public Health, Center for Disease Control, Georgia Department of Education, etc.) with consideration for maximizing educational opportunities while maintaining the health and safety of staff and students. District office staff will regularly communicate with local leaders and keep the community informed of school system status. School specific communications will be made through the building principal who will keep his/her staff and families informed of any closure decisions.