

JAMES RAY COLLINS

INTERMEDIATE SCHOOL



2020-2021 REOPENING GUIDE

Scottsboro City Schools
 2020-2021 School Year Calendar
www.scottsboroschools.net



Inspire, Challenge, Empower - Every Student, Every Day
 177 Student Days - 187 Teacher Days

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

March 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

December 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1st Semester - 84 days

July 2	4th of July Holiday
August 3 - August 11	Teacher Inservice Days
August 3	Teacher Institute
August 12-14	1st Day(s) of School
September/October 2020	
September 7	Labor Day
October 12-13	Fall Break
November 2020	
November 11	Veteran's Day Holiday
November 23-27	Thanksgiving Vacation
December 2020	
December 18	End of 1st Semester
Dec. 21 - Jan. 1	Christmas/New Years Vacation
January 2021	
January 4-5	Teacher Inservice Days
January 6	1st Day of 2nd Semester
January 18	MLK Holiday
February 2021	
February 15	Presidents Day
March/April 2021	
March 29-April 2	Spring Break
April 30	No School
May 2021	
May 14	No School
May 27	Last Day of School
May 28	Tehr Work Day / Graduation
May 31	Memorial Day
End of Grading Periods	Report Cards
Oct. 7	Oct. 15
Dec. 18	Jan. 12
Mar. 12	Mar. 18
May. 27	May. 28
Employee Workdays	
180 days - Students days	
182 days - Students days plus Aug. 3-4	
187 days - Student days plus Aug. 3-11, Jan. 4-5, May 28	
197 days - Student days plus Aug. 3-11, Jan. 4-5, May 28	
Plus 10 days	
207 days - Student days plus Aug. 3-11, Jan. 4-5, May 28	
Plus 20 days	
220 days - Student days plus Aug. 3-11, Jan. 4-5, May 28	
Plus 33 days	
240 days - Student days plus Aug. 3-11, Jan. 4-5, May 28	
Plus 53 days	

2nd Semester - 93 days

e-Learning Day: Aug 21 & 28; Sept. 4, 14, 21, 28; Oct. 5, 19, 26; Nov. 2 & 16, Dec. 4 & 11, Jan. 15 & 29; Feb. 5, 12, 26; March 5, 12, 19
 12 Month Employees: June & July - 4 day work week (4 - 10 hour days, M-Th); July 1-31, 2020 / June 1-30, 2021
 12 Month Employees: Flex Days, Nov. 23-25, Dec. 28-30, March 29-31

Collins Intermediate

Roadmap for opening 2020-2021



- **Reopening Dates to Know**

- **The first day of school will be Wednesday, August 12th, 2020.**

- Students with last names beginning with A-G (176 students) will attend school on Aug. 12th.
 - Students with last names beginning with H-O (176 students) will attend school on Aug. 13th.
 - Students with last names beginning with P-Z (176 students) will attend school on Aug. 14th.
 - **All students will attend school on Monday, August 17th.**

- **Instructional Scenarios**

- Parents are welcome to choose one of two instructional scenarios for their child.

- **Blended**

- 4-day week + 1-day virtual learning – using Google Classroom/Freckle Integration.
 - Teachers will plan collaboratively on virtual days to prepare for possible virtual instruction for the next week.
 - Daily instruction will look as normal as possible.
 - Use of Centers strategies is still highly encouraged; students will use facemasks when collaborating.
 - Virtual lessons must include specialized instruction minutes for students w/ IEPs and/or GEPs.

- **All Homework will be assigned via Google Classroom (no worksheets, books, etc. should leave school).**
 - **Virtual/Remote Learning**
 - Students using this option will be enrolled in virtual learning for a minimum of 9-weeks.
 - Schoology
 - It is recommended that students use Schoology for a minimum of 60-90 Mins. Daily.
 - **Administrative Considerations**
 - Pg. 41-42 of the Alabama Roadmap to Reopening.
 - Visitors must remain 6 feet from front desk, and may not enter the building.
 - **Parent Information Night/Title I Compact – Held in CIS Auditorium.**
 - **Social Distancing will be observed, and attendees are asked to wear a mask or neck buff.**
 - **3 different nights to ensure safety.**
 - **4th Grade Parents – July 27th @ 6pm**
 - **5th Grade Parents – July 28th @ 6pm**
 - **6th Grade Parents – July 30th @ 6pm**
 - Teachers will be present on Parent Info Night.
 - Each teacher will have a section where they will be able to meet with their students' parents.
 - One meeting will be recorded and placed on the school website and social media outlets.
 - **There will be no Open House for the 2020-2021 School Year.**
 - Beginning of the year documents will be filled out digitally by parents.
 - Only lunch forms will be sent home.
- **Nursing Considerations**
 - Pg. 41-42 of the Alabama Roadmap to Reopening
 - Students who feel sick must enter the Nurse office by the hallway.
 - We will close off this area, and place chairs in this area.
 - Bumps/bruises will be handled in classrooms.
 - Band-Aids and 1st aid equipment will be distributed to teachers.
 - Morning medications must be taken at home.
 - Train Mrs. Beverley to dispense medicine.
 - Students will have temperatures taken daily by their teachers as they enter home room.
 - A temperature reading of 100.4 or higher will be referred to the CIS Nurse for further screening.
 - Recheck will occur before going to PE/Specials.
 - Teachers/Aides will have a teacher partner check their temperature daily before school.
- **Custodial Considerations**
 - Each Custodian will be given responsibility charts w/ times, duties, etc.
 - Frequent cleaning of bathrooms, door knobs, etc.
 - Bathroom Check time charts will be kept daily.
 - Custodians will sign hourly that they checked bathrooms.

- Turned in to Principal daily for documentation.
 - Frequent cleaning of Nurse's Office.
- **Supply Considerations**
 - CIS will purchase large supply of Clorox Wipes, and hand soap.
 - Central Office will purchase Hand Sanitizer, additional Garbage Cans, and Bleach.
 - Hand soap will be checked FREQUENTLY by custodians to ensure sinks ALWAYS have soap.
 - PE Coaches will frequently spray down equipment.
- **CIS Crisis Response Team**
 - Jason Hass, Paige Hodges, Becky Campbell, Ann Cornelius, Paige Machen, Sharon Errington, Lindsey Dill, Michelle Selvage, Rebeca Rogers, Sydney Baker, Dr. Hardin Coleman, and Dr. Andrew Hodges.
- **In-Home Screening**
 - We ask that parents screen their students prior to leaving for school. Students should be screened according to the following CDC checklist.
 - <https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms.pdf>
 - Parents are asked to keep their children at home if they present with the symptoms listed in the CDC checklist.
 - Parents, please report any positive COVID 19 tests via phone call to a CIS administrator or the school nurse.
- **Face Coverings**
 - Students and staff may wear face coverings (ex. masks, neck buffs) during times at school when social distancing is not possible.
 - Hallways and restroom visits are two examples of time that social distancing is not possible and face coverings are encouraged.
 - Social distancing may be possible in the classroom depending on the number of students in the classroom.
- **Visitors**
 - **Visitors will not be allowed to visit the school without a valid reason or appointment.**
 - If you need to speak with administrators or your child's teacher, please call the school to schedule a conference.
 - All conferences will take place via phone or through zoom virtual meetings unless special circumstances prohibit.
 - Visitors must be approved for entry using the security system.
 - This will require all visitors to produce a valid drivers' license or picture ID.
 - All visitors will remain in the front office lobby area and are asked to wear a face mask while inside of the school building.
 - No visitors will be allowed to visit classrooms or the lunchroom during the school day.
- **Morning Arrival**
 - 1st Day – Teachers will Cover:
 - <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/talking-with-children.html>
 - Teachers cover handwashing, sanitizing, coughing etiquette, Sneezing etiquette on day 1.

- **Time Students will be allowed to enter the building @7:15AM.**
 - Students report directly to classrooms.
 - Students eating breakfast will report to lunchroom and grab and go before reporting to homeroom.
- **The CIS School Store will not operate in 2020-2021.**
- **Lockers WILL NOT BE USED for 2020-2021.**
- **Backpacks are not needed in 2020-2021.**
 - All classroom materials, books, etc. will be kept at school.
 - All homework will be completed via Google Classroom or other virtual assignments.
- **ChromeBook Considerations**
 - **ChromeBooks will need to be wiped down with Clorox wipes before and after each use.**
 - **ChromeBooks will remain in the classroom at all times.**
- **Breakfast**
 - Students purchasing school breakfast.
 - Purchase then report and eat in homeroom.
 - 2nd Chance Breakfast will be served school-wide at 9:30am.
- **7:35-7:45 – Homeroom**
 - Announcements, Attendance, Home Room Business.
 - Restroom Policy.
 - One student at a time
 - Custodians check and sanitize bathrooms hourly.
 - Water Fountains
 - Sealed off
 - **Students should be allowed to bring their own personal Water Bottles.**
 - The water bottle will be the ONLY object carried home in the afternoons.
 - CIS strongly recommends that parent immediately sanitize the water bottle asap.
- **7:45-8:15 (Tier II Time)**
 - School-wide Tier II Time.
 - Procedure
 - Students will report to assigned Tier II Classrooms supervised by teachers.
 - Students will use hand sanitizer and Clorox wipe to clean the ChromeBook they are using.
 - At 8:15am, students will return to their homerooms (supervised by teachers).
- **8:15am – 3:00pm**
 - 2nd Chance Breakfast @ 9:30am
 - Grab and Go – in Classrooms
 - Teaching and Learning
 - Centers Based, Strategic Teaching.
 - **All homework, etc. will be virtual.**
 - Use of Google Classroom/Freckle.

- Classroom Cleaning Procedures
 - Each classroom equipped with sanitizer and Lysol wipes.
 - Students are to clean devices before and after each use.
 - Students clean desk tops and seats before using.
 - Group Rotations.
 - Students use masks when at Teacher table.
- **Student materials.**
 - **Only lunch sack/water bottles are carried between home and school.**
 - **Student lunches from home should be prepared in a paper or plastic bag for easy disposal.**
- Hallway procedures
 - Single file – do NOT touch lockers/walls/windows
 - Garbage cans in middle for B’fast and lunch disposal will help keep students separated.
- PE
 - Students use sanitizer upon entry
 - 3 groups (groups with 4 classes will be divided into 3 groups).
 - Coach Lloyd Group Activity – Meet in main Gym
 - Coach Tolliver Group Activity – Meet in Game Room
 - Mrs. Clemons – Social/Emotional Activity – Meet in Club Wildcat Classroom
- Lunch
 - Grab and Go – eat in Classrooms.
 - **No parent visitors will be allowed.**
- Specials
 - Library
 - Checking out books
 - Students may check out books, but when books are returned they will need to be sanitized and left isolated for 72 hours before being allowed to return to the shelf.
 - Band
 - Instruments remain in Bandroom.
 - Mrs. Haley will teach her students how to sanitize instruments before use.
 - Social Distancing procedures used.
 - Specials teachers will need to disinfect their desks/work areas between each class.
- **Dismissal – Begin @ 2:30pm**
 - Car Riders
 - Staggered dismissal
 - 4th grade at 2:30pm
 - All three lanes will be used for 4th Grade beginning at 2:30pm.
 - 5th grade at 2:40pm
 - All three lanes will be used for 5th Grade beginning at 2:40pm.
 - 5th grade parents should not arrive for pickup before 2:40pm
 - 6th grade at 2:50pm

- All three lanes will be used for 6th Grade beginning at 2:50pm.
 - 6th grade parents should not arrive for pickup before 2:50pm
- Bus Riders
 - Bus dismissal will occur once buses arrive from Caldwell.
 - Students in 4th grade will congregate on the 4th grade hall, wearing masks and observing social distancing.
 - Students in 5th grade will congregate on Lunch Hall, wearing masks and observing social distancing.
 - Students in 6th grade will congregate on Club Wildcat hall, wearing masks and observing social distancing.
- **Extended Learning Time Considerations**
 - ELT will be all virtual during 2020-2021
- **Other factors to Address**
 - Special Education
 - Students' IEP's will be amended to reflect current conditions.
 - **No one should visit the Life Skills lab without alerting Administration.**
 - These students are particularly vulnerable.
 - SPED teachers will collaborate as normal.
 - IEP Meetings will be held entirely using Zoom.
 - Remote Learning Plan
 - All grade-level teachers work collaboratively before the year to plan their RLP Contingency (plan made in the eventuality that school is closed for a lengthy period of time).
 - Every virtual day the plan is used for preparing the next week's instruction (both traditional and virtual instruction).
 - Field Trips
 - **No trips outside of Scottsboro until vaccine.**
 - Assemblies
 - **Limited to grade levels.**
 - Project Lead the Way
 - Will be implemented within 4th and 5th grade Science classrooms
 - A+ College Ready
 - Implemented to fidelity in 6th grade classrooms.
 - BETA and Club Activities
 - Sponsors will hold virtual meetings before or after school using Zoom.
 - Parent visitors
 - None until vaccine.
 - Drills
 - Fire Drill
 - Classes separate using social distancing
 - Weather Drill
 - Students spread out using social distancing

- Intruder Lockdown
 - Intruder = most immediate threat.