

KEYSTONE OAKS SCHOOL DISTRICT

2020-2021

SCHOOL REOPENING PLAN



*Excellence in engaging, empowering, and enriching
today for tomorrow's expectations*

July 15, 2020

A MESSAGE FROM DR. STROPKAJ

The Keystone Oaks School District convened a Recovery Team in June 2020 to guide the District's efforts to bring students and staff back in to school buildings for the 2020-2021 school year. This group of administrators, professional staff, parents, and community members provided input on both health and safety measures, as well as curriculum and instruction strategies that would allow our students to continue to receive a high quality education while taking steps to mitigate the spread of COVID-19 in our community.

This document is a summary of the Health & Safety Plan that was approved by the Keystone Oaks Board of School Directors on July 14, 2020 as well as the Educational Plan that will be in place for the 2020-2021 school year. These plans are based on guidance and recommendations from the Pennsylvania Department of Education, the Pennsylvania Department of Health, the Allegheny County Health Department, the Centers for Disease Control, and other local, state, and national organizations. This content in this document is up to date as of July 15, 2020 and may change at any time. We will be sure to provide the community with updates as needed.

As COVID-19 continues to change our landscape, we will continue to work with our stakeholders, as well as local and state government officials, to ensure that we are providing Keystone Oaks students with a high quality education in an environment that protects the health and safety of our students, staff, and the community.

I would like to thank the Recovery Team, including our building principals and district administrators, for their work in preparing for a variety of different scenarios that could impact school district operations throughout the 2020-2021 school year. Additionally, this plan would not be possible without the support of the Keystone Oaks Board of School Directors and their commitment to the students, staff and community.

Sincerely,

William P. Stropkaj, Ed.D.
Superintendent
Keystone Oaks School District

WHAT STUDENTS, FAMILIES & STAFF CAN EXPECT

The Keystone Oaks School District is starting the 2020-2021 school year with a new Strategic Plan in place. The plan, which is in effect through 2026, outlines the District's vision and values, which support our new mission statement - ***Excellence in engaging, empowering, and enriching today for tomorrow's expectations.***

Beginning with the 2020-2021 school year, ***you can expect both online and in-person instruction to be competency-based, project-based, and personalized learning to meet the needs of each individual learner.*** Regardless of the challenges and uncertainties we face headed into the new school year, we remain committed to the Beliefs & Guiding Principles in our Strategic Plan.

We know that effective communication will be key to making the 2020-2021 school year successful and to strengthening the connection between home and school. ***You can expect regular communication that is clear, consistent and transparent.*** We will strive to communicate changes that are occurring within the school setting in a timely manner. We will be as open and honest as we are permitted to be in these circumstances.

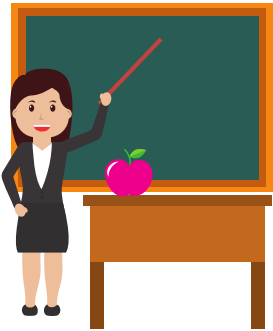
We know that there will be some uneasiness as students, families, and staff members transition back into the school year routine. It may take a few weeks to get used to being back at school, which will look different based on the new health and safety measures that are in place. We are all readjusting and we will work through the changes together. ***You can expect that Keystone Oaks' teachers, counselors, support staff, and administrators will, as always, continue to care for and support students in any way that we can.***

Lastly, part of the work of the Recovery Team is focused on providing all staff members with resources to better understand and support students' social and emotional needs, especially during this time of transition. ***You can expect teachers and support staff to dedicate time at the beginning of the school year to building relationships with students and to creating a classroom community.*** These relationships are critical for any successful school year, but will be even more important should it be necessary to transition to online learning.

2020-2021 EDUCATION PLAN

Keystone Oaks will offer students and families three different educational options for the 2020-2021 school year. Families are asked to select a preference by July 24, 2020. In consultation with the building principal, there will be flexibility for switching between options. The options are outlined below.

OPTION #1: IN-PERSON INSTRUCTION



- Students will attend school between two and five days per week, with health and safety measures in place. Students will participate in live synchronous instruction on days when students are not in the building.
- Students who choose in-person instruction **may** be divided into an A Day and a B Day schedule, in order to further limit the number of students who are physically present in the building on a given day.
 - The days would be divided by last name district-wide so that students in the same family are in school on the same days.
 - Students would attend school for two consecutive school days and then would participate online for two consecutive school days.
 - The decision to implement an A Day/B Day schedule will be made based upon the number of students who select In-Person Instruction as their educational preference.
- Every Keystone Oaks student will be given a Chromebook device at the beginning of the 2020-2021 school year.
- Every teacher will utilize Google Classroom as part of their course. This will help ensure that teachers, students, and parents/guardians have working knowledge of the platform should the District need to transition to online learning during the 2020-2021 school year.
- Teachers will regularly use online workbooks and textbooks that accompany physical classroom materials.
- All Keystone Oaks staff members will dedicate time at the beginning of the school year to building relationships with students and to creating a classroom community. Not only will this benefit students in August, but will also be important should a transition to full online learning be necessary during the school year.
- Teachers may continue to provide small group instruction, when feasible, provided that distance is maintained and face coverings are worn.
- Switching between in-person and online instruction will be permitted in consultation with the building principal.



EDUCATION PLAN, CONTINUED

OPTION #2: ONLINE SYNCHRONOUS INSTRUCTION



- Students will follow a regular school day schedule to ensure that they meet Pennsylvania's requirements for 180 days of instruction.
- Students will log into a Google Meet session for each class on their schedule and will be able to participate in live instruction.
- Supplemental materials, assignments, and class announcements will be available via Google Classroom.
- A Keystone Oaks Chromebook device will be provided to students who are enrolled in Online Synchronous Instruction.
- Time will be built into the day for students who need assistance with classwork to communicate with their teachers.
- Students may participate in Online Synchronous Instruction temporarily for medical reasons, including while they are quarantined or isolated at home due a positive COVID-19 test or exposure to COVID-19.
- Student support programs will continue, with special education teachers, school counselors, mental health therapists, English as a Second Language teachers, speech therapists, etc. meeting with students through Google Meet.
- Switching between in-person and online instruction will be permitted in consultation with the building principal.



EDUCATION PLAN, CONTINUED



OPTION #3: KEYSTONE OAKS CYBER ACADEMY

Keystone Oaks School District's partnership with Waterfront Learning allows the District to provide a comprehensive program that raises the bar for online learning. The Keystone Oaks Cyber Academy combines the personal attention of the Keystone Oaks School District with the content, tools, and services available from a national online provider. This means that students can stay in the District and can take advantage of opportunities to participate in extracurricular activities, while benefiting from the flexibility of online learning.

The online platform provides flexibility for different learning styles and allows for content customization. AP, Honors, and Credit Recovery courses are available for secondary students. In addition, students can expand their learning by enrolling in classes that are not offered traditionally. Students in grades K-5 will take courses through the Pearson platform. Students in grades 6-12 will take courses through Edgenuity.

Keystone Oaks' 6-12 Cyber Academy Coordinator will work directly with students and families to develop a schedule of courses and to monitor student work, mastery of content standards, and time on task. Elementary principals will assist families with students in grades K-5.

Students enrolled in the Keystone Oaks Cyber Academy will also work closely with a certified school counselor to ensure that all graduation requirements are met and to receive support for pursuing post-secondary options. High School students will continue to work with the District's Community Service & Career Readiness Advisor to develop a career portfolio and meet community service requirements.

The attention and personalization expected of classroom teachers is what you will find with the online teaching staff. All teachers are highly qualified in their content area, and are observed and supervised using Pennsylvania's Teacher Effectiveness Rating Tool.

All Keystone Oaks Cyber Academy courses are overseen by a Keystone Oaks teacher, helping to maintain a personal connection and to ensure that students are meeting course requirements.

EDUCATION PLAN, CONTINUED

Full Online Learning will be utilized in the event of an individual building or a District closure.

FULL ONLINE LEARNING **(IN PLACE FOR SCHOOL BUILDING CLOSURES)**



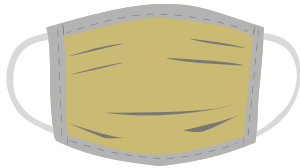
- Students will follow a regular school day schedule to ensure that they meet Pennsylvania's requirements for 180 days of instruction.
- Regular classroom instruction will move to an online environment, with remote learning including a mix of synchronous instruction and independent work with the instructor being available online during work time.
- Every teacher will utilize Google Classroom as part of their course.
- Lessons will be designed to reduce screen time and include physical activity as much as possible.
- Students will be provided with a weekly outline of meeting times, assignments, tasks, etc.
- Teachers will use tools such as Pear Deck, Screencastify, and Google Meet Breakout Rooms to facilitate interactive, small group instruction. In addition, Go Guardian will be installed on all District devices, giving teachers the opportunity to control students' screens from any setting.
- All grading will be completed traditionally; a Pass/Fail system will not be implemented. Students will be given feedback on assignments, with an emphasis on voice and video feedback when possible.
- Student support programs will continue, with special education teachers, school counselors, mental health therapists, English as a Second Language teachers, speech therapists, etc. meeting with students through Google Meet.



HEALTH & SAFETY MEASURES

FACE COVERINGS

District-Wide: As per the July 1, 2020 order from the Pennsylvania Department of Health, face coverings must be worn by students or staff in the buildings when a distance of 6 feet cannot be maintained.



Any student who cannot wear a mask or face shield due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition, or disability, and students who would be unable to remove a mask without assistance are not required to wear face coverings. Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, are not required to wear a mask; however, individuals should consider using another type of face covering such as a plastic face shield. PDE is not requiring documentation for an exemption, but Keystone Oaks is requiring a note from the parent/guardian.

[Click here to read full order on the Department of Education's website.](#)

HAND HYGIENE

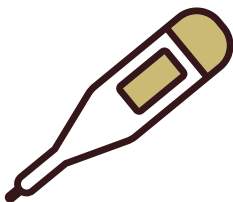


Elementary: Time for regular hand-washing will be built into the master schedule. Students will wash hands before lunch, upon return from recess, and any time students move to a new classroom and return to their original room. Hand sanitizer will be available in every classroom.

Secondary: Regular hand-washing will be expected, especially before lunch. Hand sanitizer will be available in every classroom.

Signs will be displayed throughout the buildings and video tutorials will be developed to demonstrate proper hand-washing techniques.

HEALTH CHECKS



District -Wide: All staff members will commit to a daily self health check. Families will commit to checking students' health daily before school. Anyone exhibiting a fever of 100.4 or above, or another symptom of COVID-19, must stay home for the day and may not return until cleared by a medical provider.

The District will utilize a weekly symptom check form to monitor health conditions and potential exposure to COVID-19.

HEALTH & SAFETY MEASURES, CONT.

ATTENDANCE



District-Wide: The District is awaiting further guidance from county and state health officials to determine when a student or staff member should be quarantined, isolated, excluded from school, and permitted to return after exposure or potential exposure to COVID-19.

Per current [PA Department of Health guidelines](#), anyone with a positive case of COVID-19 will be required to isolate at home for at least 10 days after symptom onset and being fever free for 72 hours without medication.

Keystone Oaks' attendance policy will also be adjusted to reflect any state laws or guidelines that address excused or unexcused absences.

MEAL SERVICE



Elementary: In the Yellow Phase, students will be served lunch in the classroom. In the Green Phase, students will be permitted to eat in the cafeteria, with appropriate spacing. Meals will be boxed individually.

Secondary: In both the Yellow & Green Phases, students will be permitted to eat in the cafeteria, gymnasium, and other spaces. Meals will be boxed individually.

The District is also exploring the use of outdoor tents to allow students to eat lunch outside.

CLEANING & AIR QUALITY



District-Wide: Cleaning supplies will be provided for students and/or teachers to regularly clean desks throughout the day as needed. Commonly touched surfaces and restrooms will be cleaned and disinfected throughout the school day. All areas of the buildings will be cleaned and disinfected as per CDC and/or state health guidelines.

Windows and doors will be open, when possible, to circulate air. Staff and students will be encouraged to utilize outdoors spaces for instruction and meals. New air filters will be installed.

HEALTH & SAFETY MEASURES, CONT.



TRANSPORTATION

District-Wide: To help minimize the number of students on a bus, families will be surveyed to determine if they can provide transportation. Should the District implement an A Day / B Day schedule, that would also reduce the number of students on the bus.

There will be a maximum of two students per seat, when feasible. Siblings will be seated together. Face coverings are required.



CLASSROOMS & HALLWAYS

District-Wide: The District will maintain 6 feet of separation among students and staff throughout the day to the maximum extent feasible. Class sizes will be balanced as much as possible. Classes that are unable to maintain six feet of separation will be assigned an alternate space to the extent possible.

Elementary students will remain in their classroom for the majority of the day, with teachers rotating to classroom. If students do move to a new classroom, they will wash their hands upon arrival and upon return to their home classroom.

Movement throughout the building will be limited, with students walking in one direction when possible. Multiple entrances and exits will be utilized.



RECESS & PHYSICAL EDUCATION

Elementary: Students will be permitted to have recess outdoors. Sports or games with physical contact will not be permitted, but students will be permitted to play catch, shoot baskets, etc. Additionally, teachers will be encouraged to hold class outdoors as feasible. Physical education classes will be held with precautions in place.

Secondary: Teachers will be encouraged to use outdoors space as feasible. Physical education classes will be held with precautions in place. Locker use by students will not be permitted.

RECOVERY TEAM & RESOURCES

The Keystone Oaks School District's Health & Safety Plan and the Educational Plan were developed by the Recovery Team, with the resources listed below.

Recovery Team Members:

Dr. William P. Stropkaj, Superintendent	Mrs. Tamara Donahue, Board Member / Parent
Mr. Joseph Kubiak, Director of Finance & Human Resources	Ms. Raeann Lindsey, Board Member / Parent
Dr. Shannon Varley, Director of Curriculum, Instruction, Assessment & Staff Development	Mrs. Judi Fritz, High School Nurse
Mr. John Lyon, Director of Buildings, Grounds & Transportation	Mr. Joel Vanucci, Director of Project Succeed
Mr. Aaron Smith, Director of Technology	Mr. Mark Elphinstone, Athletic Director
Ms. Desiree Burns, Director of Special Education	Mr. Kevin Gallagher, Teacher / KOEA President
Mrs. Suzanne Lochie, Director of Pupil Services	Ms. Lauren Harvilla, School Counselor
Mrs. Sarah Welch, Coordinator of Communications & Public Relations	Ms. Kim Lucas, Secretary / KOESPA President
Mr. Michael Linnert, Principal, Keystone Oaks High School	Mr. Don Petruzzi, Custodian / President of Local SEIU
Mr. Jeff Kattan, Principal, Keystone Oaks Middle School	Mr. Tyler Samstag, Allegheny Intermediate Unit
Mr. Brian Werner, Principal, Dormont Elementary School	Ms. Jacqueline Hunter, Chartiers Center
Mr. Scott Mizikar, Principal, Myrtle Avenue Elementary School	Mr. Josh Reedy, UPMC Trainer
Mr. Dave Thomas, Principal, Fred L. Aiken Elementary School	Mr. Brandon Karobinos, UPMC Trainer
	Mrs. Kathy Cerminara, Parent
	Mrs. Amy Cesario, Parent
	Mrs. Shannon Stahl, Parent
	Mrs. Jill Lugaila, Parent

Resources

[Centers for Disease Control & Prevention - Considerations for Schools](#)
[Pennsylvania School Reopening Task Force Report](#)
[American Academy of Pediatrics - COVID-19 Planning Considerations: Guidance for School Re-Entry](#)
[Pennsylvania Department of Education Order Requiring Universal Face Coverings](#)
[Pennsylvania Department of Education Preliminary Guidance Phased Reopening of Pre-K to 12 Schools](#)