

**BACK TO SCHOOL  
SCHOOL YEAR 2021**



ARTHUR R. CULVER, SUPERINTENDENT

# Vision/ Mission

## VISION

Students in East St. Louis School District 189 are supported physically, socially, and emotionally in a safe and nurturing environment to achieve academic success that prepares them for college, the workforce, and citizenship in the 21st century.

## MISSION

To cultivate the potential in every student to thrive as a global citizen by inspiring a love of learning and civic engagement, by challenging and supporting every student to achieve academic excellence, and by embracing the full richness of our community.

## DISTRICT GOALS

The work in East St. Louis School District 189 is guided by five goals:

### **GOAL 1: ACADEMIC EXCELLENCE**

Establish and maintain continuous academic growth for all students using diverse, rigorous, and relevant curricula and assessments.

### **GOAL 2: FINANCIAL STEWARDSHIP AND ACCOUNTABILITY**

Maintain stable funding and sound fiscal stewardship to provide appropriate instructional resources and support services, and to operate facilities at maximum efficiency.

### **GOAL 3: SAFE AND HEALTHY ENVIRONMENTS**

Foster a positive culture and climate that supports the health and social-emotional well-being of every student.

### **GOAL 4: STRATEGIC PARTNERSHIPS**

Engage families, community members and all stakeholders in a collaborative process to support academic excellence.

### **GOAL 5: COMMITTED, HIGHLY EFFECTIVE STAFF**

Recruit, hire, retain, and develop highly effective personnel to achieve academic excellence and support student social-emotional health.

**Back-to-School Task Force**  
**TEAM MEMBERS**

**Arthur R. Culver, Superintendent**

**TEAM PURPOSE**

The objective of the Back-to-School Task Force is to ensure that staff and students return to school and are able to operate in a way that provides a safe and healthy environment, allowing them to execute all district goals and visions for students.

Kimberly Allen  
**Assistant Principal East St. Louis Senior High**

Esther Beard  
**Parent Representative COFI**

Kay Brown  
**District 189 Math Content Specialist**

Tifani Brown  
**Principal Officer Elementary School**

Jennifer Brumback  
**Chief Academic Officer**

Lori Chalmers  
**Director of Recruitment and Retention**

Mark Chambers  
**TSL Recruiter**

Carlynda Coleman  
**Principal Dunbar Elementary School**

Olivia Coleman  
**1220 Teachers' Union Vice President,  
SS Department Head East St. Louis Senior High**

Norquise Cooper  
**Supervisor of Transportation Services**

Mamie Cosey  
**Parent Representative Parents United for Change**

Charlotte Edwards  
**School Turnaround Specialist**

Delores Enlow  
**Paraprofessional Mason-Clark Middle School**

Vickie Fair  
**Registrar East St. Louis Senior High School**

Ramonda Fleming  
**Assistant Director of Special Education**

Shontay Ford  
**Community Representative Rise 189**

Marie Franklin  
**Community Representative United Congregations  
of Metro East/Rise 189**

Tina Frye  
**Chief Human Resource Officer**

Keisa Garrett  
**Chief of Schools**

Dr. Tiffany Gholson  
**Director of Parent and Student Services**

Dr. Brittany Green  
**Principal of Bush Elementary School**

Kim Greenwood  
**District 189 Social Studies Content Specialists**

LaToya Greenwood  
**Director of Human Resources**

Liz Guzewelle  
**Social Emotional Learning Specialists**

Joseph Haskell  
**Director of Risk Management and Fixed Assets**

Edwina Holton  
**1220 Teacher Dunbar Elementary School**

Melanie Hood  
**Principal Vivian Adams Early Childhood Center**

Kim Hopkins  
**Director of Special Education**

Michael Hubbard  
**Supervisor of Safety and Security**

Dr. Danielle Huff  
**Assistant Principal East St. Louis Senior High**

Denisa Huff  
**Human Resource Manager**

Delfaye Jason  
**Director of Finance**

Antionette Johnson  
**Director of Curriculum**

Kim Jones-Riley  
**Principal Mason-Clark Middle School**

Evan Krauss  
**Director, East Side Aligned-United Way of Greater St. Louis**

Stacey Lampkin  
**Director of College Access and Persistence**

Dekiethrich Lockett  
**Director of Career and Technical Education**

Valencia Martin  
**Director of Teacher School Leader Program**

Anson Mitchell  
**Assistant Principal East St. Louis Senior High**

Alonzo Nelson  
**Director of Maintenance and Operations**

Quanshanda Nicholson  
**Principal Avant Elementary**

Barbara Outten  
**District Crisis/Threat Assessment Team Teacher  
Avant Elementary School**

Gwen Randolph  
**District 189 Science Content Specialist**

Dr. Sherry Reynolds-Whitaker  
**Chief School Business Officer**

Dwjuan Robinson  
**Buildings and Grounds Maintenance Supervisor**

David Shanks  
**Principal Lincoln Middle School**

Esther Spells  
**District 189 English Language Arts Content  
Specialists**

Darnell Spencer  
**Principal Wyvetter Younge Alternative Learning  
Center**

Sydney Stigge-Kaufman  
**Director Strategic Partnerships**

Tiffany Taylor  
**Grants and Strategic Partnerships Specialist**

Dawne Turner  
**Social Emotional Learning Specialist**

Tracee Wells  
**TSL Mentor Resident Coach**

Maria White-Burton  
**Principal Katie Wright Elementary School**

## STUDENT/TEACHER ACADEMIC DAY

The Administration recommends beginning the school year on August 17, 2020 in Remote Learning. This decision is primarily based on the number of positive COVID-19 cases currently affecting our serving zip codes.

In order to provide better trend information, we are currently tracking the information directly from the IDPH website. We looked at the IDPH website to get totals for each week as well as updates from Belleville News Democrat articles when available. The trends of cases in our serving ZIP codes follow a disturbing pattern of consistent significant increases weekly. The most prominent week in terms of attention to increases were those reported in the last week of June 2020 (136 new cases).

According to Illinois Department of Public Health data, the Metro East region in southwestern Illinois has a positivity rate of 7.1% as of Monday — the highest in the state — fueled by seven consecutive days of positivity rate increases. Reported on July 21, 2020, there is a gain of 100 coronavirus cases in St. Clair County for the eighth consecutive day. The average number of new cases for each week in our serving ZIP codes is now 81 up from 72 last week. The rate of change from last week is 6.3%. Both St. Clair County and our serving ZIP codes are exhibiting per capita infection rates higher than in Chicago, which was noted as 58 per 100,000 and is above Governor Pritzker's goal of 50 per 100,000.

Considering that there are under 30,000 people in our serving ZIP codes, the applied ratio of new cases (81 to 30,000) could mean that for each 100,000 people in this area, there are 270 new cases. This rate is more than 5 times the infection rate of Governor Pritzker's goals for Phase 4. As of July 21, 2020, there are 1,265 reported cases within our serving ZIP Codes. Of the 1,265 reported cases, 1,181 are within St. Clair County. The St. Clair County cases within our serving ZIP code represent 38% of the 3,095 reported positive cases in St. Clair County, Illinois. We were advised by the East Side Health Department to include all Venice ZIP codes. See additional information today. The percentage of representative cases in our serving area has been ranging from 36% to 38% over the past few weeks. Our serving area represents 30,000 of the 259,000 plus residents in St. Clair County.

This decision is based on the aforementioned data, feedback from parents, community members, principals, directors, teachers, support staff, and the Illinois Department of Public Health. We know that students learn best in-person with direct instruction from our teachers and support from all our staff. We also know they benefit from socialization with their peers. However, the health and safety of our students, staff and community must be at the forefront of the decision in how we resume student learning.

A School District 189 Task Force team of over 50 individuals, including principals, directors, teachers, support staff, community members, parents and Cabinet members, participated in numerous meetings to plan for returning to school amid COVID-19. The Task Force understands

the need to be responsive to the data coming to the district from the Illinois Department of Public Health, the St. Clair Regional Office of Education, and the Illinois State Board of Education. While this phased plan will work for most students, the district is aware there are students and families who have pre-existing medical conditions. To accommodate those families, provisions will be made.

<p><b>PHASE 1: REMOTE LEARNING</b></p>	<p>Students will participate in remote learning from home for a minimum of 5 hours daily while staff continue to work from schools. Teachers will have consistent contact with students via new remote learning criteria. Students and a parent/guardian will sign the district’s <i>Compact of Remote Learning Expectations</i>. Students will be held accountable for their work and regular feedback will be provided.</p> <p>Students will follow a consistent schedule/routine each week that includes regular live contact with teachers. Teachers will provide instructional resources and materials through the following methods:</p> <ul style="list-style-type: none"> <li>✓ PreK: Daily virtual conferences between families, students, and school. Paper packets and snacks to be picked up weekly.</li> <li>✓ Grades K-12: Clever &amp; Google Classroom; possible pickup of additional instructional materials</li> </ul> <p>Please have your child login at the assigned class times, per their schedule. Students will login to their Clever account using their login and password. Your child’s school will share the Clever login and password again at the start of the school year: <a href="https://tinyurl.com/yys6vd6">https://tinyurl.com/yys6vd6</a></p>
<p><b>PHASE 2: HYBRID</b></p>	<p>Every week, students will attend school in-person for a minimum of 2 days and work on assignments and activities given by their teacher(s) from home for 3 days. Students should be expected to engage in a minimum of 5-hours in educational activities even during their days at home.</p> <p>In-person attendance for students will consistently either be:</p> <ul style="list-style-type: none"> <li>✓ GROUP A: Monday &amp; Tuesday (Group B in Remote Learning)</li> <li>✓ GROUP B: Thursday &amp; Friday (Group A in Remote Learning)</li> </ul> <p>Wednesdays will be remote learning for all students. Teachers will be planning, collaborating with their teams and/or providing virtual office hours for students and families on Wednesdays.</p> <p>Students will be divided into two groups. Schools will work to ensure that students in a family will attend school on the same schedule.</p>
<p><b>PHASE 3: TRADITIONAL</b></p>	<p>Students and staff will be in school for full day in-school instruction and activities.</p>

### **CHOICE OF REMOTE LEARNING FOR HEALTH REASONS**

*Families who have children and/or individuals with underlying health conditions living in the home may opt for remote learning. A medical verification of this need must be provided. A Compact of Remote Learning Expectations must be completed as well. Requests must be made to the principal of your child's school by October 1, 2020.*

## **HEALTH/SAFETY PROCEDURES**

All staff, students and visitors will be required to wear a face mask in our buildings. Masks must cover the mouth, nose and chin.

Once the district moves to Phase 2 and/or 3, students should wear the provided disposable mask upon entering the bus. An additional disposable mask will be given to students upon entering school. In preparation, students should practice wearing masks 30 minutes incrementally increasing daily until the start of school. Special consideration and other procedures will be given to students who are medically unable to wear a mask. Students will be provided a minimum of two masks per day. One at the start of the day, and one after lunch. Gloves, wipes, hand sanitizer and additional masks will be available in each classroom for use at designated times.

- Plexiglass dividers will be installed in all areas where visitors may be present.
- Students and staff with medical conditions that prevent wearing masks, should wear a faceguard and or remain behind plexiglass within their learning space. A doctor's statement will be required for any accommodations.
- The district will provide COVID-19 safety instructional videos on CDC recommendations for staff, students and visitors to view in schools and online.
- We ask that parents assist the school district in providing a safe and healthy environment. Keep child(ren) at home if they have been diagnosed with COVID-19 and adhere to appropriate safety rules.

### **ENTERING SCHOOL CAMPUSES AND DISTRICT OFFICES**

- Markers will be placed on the ground throughout the inside and outside of the building for use with social distancing. Floor markers, paint and cones should be used to express proper social distancing in all areas of campuses and district offices.
- All staff and students must pass through a temperature scanner or will be scanned prior to entering the school campuses and district offices.
- All utilized entrances without walkthrough scanners must have personnel with thermal scanners.
- Any staff/student with a temperature (100.4) should report to a directed area/substation. This staff/student reporting a fever must not return to school any sooner than 72 hours and must be accompanied with a doctor's statement allowing a return to school.
- All visitors should pre-schedule an appointment to visit district offices. This includes staff who are visiting district offices or other buildings. All meetings with teachers, principals, etc. should be done virtually as possible. In-person drop-in meetings are not permitted during Phase 1 or 2. However, special consideration will be made for parents enrolling new students into the district at the Family and Community Engagement Center. Parents should call or email the principal in advance to request

an in-person appointment. Parents who have an appointment to come to a building will be allowed entry. All visitors will be required to follow the same guidelines as students and staff.

- All sanitizer stations must be utilized from the entrance throughout all buildings at all times.

## **BUILDING CLEANING PROCEDURES**

- Deep cleaning will occur daily and additionally as needed.
- Cleaning and disinfecting materials will be hospital grade.
- Additional substitute custodial staff will be utilized as necessary.
- Training will be provided to all custodians including substitutes.
- Special cleaning will occur in an area where a staff or student member with a fever or other symptoms were present.

## **STAFF-RELATED GUIDANCE**

- During Phase 1 Remote Learning, staff will report in-person to work.
- During Phase 1 and 2 (Remote Learning and Hybrid), all staff are expected to adhere to CDC and IDPH guidelines which currently include:
  - Wear a mask at all times at work
  - Remain 6-feet apart from all staff and students as possible
  - When necessary to be within 6-feet of others at work, limit this exposure to less than 15 consecutive minutes
  - Wash hands frequently
  - Self-monitor for signs and symptoms
  - Notify your supervisor and [sharla.randolph@estl189.com](mailto:sharla.randolph@estl189.com) immediately if you test positive for COVID-19
- The new federal Families First Coronavirus Response Act (FFCRA) provides qualified employees with paid sick time if the employee is unable to work (or unable to telework) due to a need for leave specific to COVID-19. This includes when the employee is subject to Federal, State or local quarantine/isolation orders related to COVID-19.
- Personal leave and vacation days must be pre-approved by your supervisor. Unsubstantiated documents, unauthorized or excessive absences, a pattern of leave abuse, tardiness, or leaving early may lead to disciplinary action, up to and including discharge.
- All recruitment, training and onboarding, including Teacher's Institute, will be modified to a virtual platform until further notice.
- Staff will clock-in and out daily on their desktop computer.
- The Human Resources staff can be contacted via email or by phone at 618-646-3000.

## **PARENT, VISITOR & VOLUNTEER PROCEDURES**

Parents and volunteers are an integral and valued part of our school communities. While we are making changes to ensure the safety of all, we hope to resume our traditional methods for engaging parents and volunteers as soon as safely possible.

**APPOINTMENTS AND DROP IN VISITS:** Visitor entry into schools will be limited during this time and may be more stringent at some locations. All visitors should schedule an appointment to visit district offices by phone prior to their visit. This includes staff who are visiting district offices or other buildings. All meetings with teachers, principals, etc. should be done virtually, when possible. In-person drop-in meetings are not permitted. All visitors will be required to follow the same guidelines as students and staff.

**FACE COVERINGS:** Per ISBE guidance: “All individuals in school buildings, including all public and nonpublic schools that serve students in prekindergarten through grade 12, must wear face coverings at all times unless they are younger than 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Face coverings must be worn at all times in school buildings even when social distancing is maintained.”

**TEMPERATURE READINGS:** CDC and IDPH guidelines for visitors or students who were suspected of having COVID-19, whether they were tested or not, state that 72 hours must elapse from resolution of fever without fever-reducing medication and 10 days must pass after symptoms first appeared before returning to one of our schools. It is recommended that medically fragile and immunocompromised individuals consult their medical provider prior to entering a school campus or building.

**UPDATES:** It is important to note that these requirements are subject to change pursuant to updated public health guidance and changing public health conditions. Parents and school visitors should remain alert for any updates, particularly through campus signs, robocalls, website information and official School District 189 Facebook and Twitter postings.

Further details include:

### **SCHOOL VISITOR PROCEDURES**

- Visitors must adhere to posted signs and notices at each building.
- Visitors with appointments will use the external doorbell to communicate an entry request.
- Sign in and out books or electronic systems (such as the Visitor Management System) will be utilized at the security desk or similar location to document and maintain a record of who has been in the building.
- All visitors will pass through a temperature scanner or will be hand scanned, prior to entering the school building. Those with a high temperature (100.4 or higher) will be asked to leave immediately.
- All visitors will be required to wear a face mask to enter the building and should clean hands with hand sanitizer, provided at the entrance.
- When possible, visitor access to the building will be limited to the foyer/vestibule or other designated checkpoint.
- It is required that visitors have a scheduled appointment to enter the building.
- When possible, a staff member will be posted at the front to restrict entry and take communications/materials or receive late arriving students.
- Visitors are to abide by the 6 feet rule and school markers while in the building.
- Visitors are requested to significantly limit items that they bring into the building (bags, food items, etc).
- Visitors are requested to limit the rooms they visit, including restrooms, and limit their close contact (within 6 feet) with students and staff.

- Visitors must adhere to the limitation of no more than 50 individuals gathering in one space.

## **MEETINGS WITH PARENTS**

- Parents are required to abide by the above noted visitor school entry procedures, including social distancing and wearing face masks.
- When possible, parent meetings and parent group sessions will be held virtually with Zoom or Google Hangouts to promote the safety of all.
- Parents should call or email the principal in advance to request an in-person appointment. Parents will be given a list of teacher, principal contact information when school begins. Parents who have an appointment to come into a building will be allowed entry.
- IEP and other small, pre-scheduled parent meetings may be held virtually or in-person but all must abide by the staff, student and visitor expectations.

**Parents are encouraged to notify school personnel as soon as they have a change in phone number, email or address.** School District 189 will provide even more frequent communication with students and families as the transition to Phase 2 or Phase 3 in-person instruction and/or hybrid learning days occurs. The return to in-person instruction will involve new health and safety protocols and potentially new schedules, so that means that all schools will “over-communicate” with parents about what the return to school will look like. We also ask that parents reinforce and help explain safety protocols at home.

Schools have an opportunity at this unique moment in history to strengthen relationships with families. Schools are encouraged to provide families with ample opportunities to ask questions and receive guidance on school protocols and remote learning activities. Despite facing significant challenges during this pandemic, parents are engaging in their children’s education. Parents are and will be critical partners in helping students recover from learning loss and in making academic gains over the course of the school year.

## **PARENT PICK-UP AND DROP OFF PROCEDURES**

- Schools will determine multiple external drop off points for each grade level, especially at larger campuses.
- Parent pickup and drop off of young children will be in the designated area in the front of the school, to limit persons traveling through the building.
- Each school-designed protocol for pickup and dropoff will be distributed and communicated extensively to parents prior to the beginning of the school year.
- Standard procedure is that parents will remain only at the front entrance and will not enter the buildings to pick up or drop off students. Sign in and out books will be utilized at the security desk or similar location to maintain a record of students entering and leaving the building. The security guard will have a phone listing to call the classroom to notify that the student is being picked up early or being brought to the school late. The security guard will have tardy passes at their desk.
- Parents, guardians, or other authorized individuals should pick up sick students within a reasonable amount of time; students should not be allowed to utilize the school bus or public transportation for the return to home if they are ill.

## **VOLUNTEERS**

School campuses may restrict attendance of volunteers and their schedule must be pre-arranged and approved by school administration. Principals, in collaboration with central office administration, will determine which volunteer groups can come into their schools to support students and safety during

COVID. No volunteers will be utilized in the buildings unless prior approval is granted by school and district administration.

- Volunteers are required to abide by the above noted visitor school entry procedures. PPE should be provided by their agency and should be worn, cleaned or disposed of properly.
- A waiver or contract is to be signed by each volunteer and each partnering agency to protect the district/school prior to school entry.
- All volunteers are required to immediately notify school administration if they are diagnosed with COVID. Volunteers are also required to self-isolate and not enter schools for 14 days if they are informed that they have come into close contact (within 6 feet for at least 10 minutes) with a known person confirmed with COVID.
- Volunteers are encouraged to utilize remote learning activities to connect with students and serve our schools.