

Frequently Asked Questions Regarding a Face-to-Face Return to School

The purpose of this document is to provide you with the most up to date and current information the School District of Janesville has regarding a face-to-face return to school for the 20-21 school year. The procedures outlined allow for the District to mitigate the risk of COVID-19 infection in students and staff to the largest extent possible and within reason based upon the current state of the COVID-19 pandemic. As information is added and/or updated during this ever changing and fluid time, it will be shared out.

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Updated: August 7, 2020

- 1. When will staff and students be required to wear masks at school? (Updated July 30, 2020)**
 - a. Following the mandate issued through Executive Order by Wisconsin Governor Tony Evers, beginning August 1, 2020, face masks/coverings will be required of anyone 5 years old and older at all School District of Janesville facilities. This applies to students, staff, visitors, and vendors. Exceptions to this mandate can be found on pages 2 and 3 of the [Executive Order](#).
 - i. A "Frequently Asked Questions" document on the Governor's mask mandate can be found at <https://evers.wi.gov/Documents/COVID19/FaceCoveringFAQ.pdf>.
 - b. Physical/social distancing is defined per the [Centers for Disease Control](#) (CDC) as keeping a safe space between yourself and other people who are not from your household. To practice physical/social distancing, students and staff should try to stay about two arms' length away from each other or at least six feet.
 - c. The District is committed to fostering a respectful environment in which there are no stigmas associated with wearing masks. The District will continue to follow guidance and directives from the Rock County Health Department regarding the use of personal protective equipment, or PPE.
- 2. Will staff and students be required to have their temperature taken every day before entering school?**
 - a. No. Staff and students will be provided with a daily health assessment checklist provided [here](#). It is the responsibility of staff, students, and/or parents/guardians of students to complete the health checklist each day before arriving at school. Staff and students needing access to a thermometer may request a temperature check at the school. Staff and students showing visible symptoms of being

contagious will be sent home for the school day and are expected to remain at home until symptom free or cleared by a doctor to return to school.

- b. Students riding a bus to and from school should also complete the daily health assessment checklist above before boarding a bus to come to school.

3. Does the District have a symptoms policy?

- a. Yes. Students and staff experiencing symptoms ***not*** consistent with COVID-19 should follow the “Too Sick for School” guidelines attached.
- b. Students and staff experiencing COVID-19 symptoms ***who have not been*** clinically evaluated and cleared must:
 - i. Stay at home until there has been no fever for at least three days, ***and***
 - ii. There is improvement of other symptoms, ***and***
 - iii. At least ten days have passed since the symptoms first appeared.

4. Will the District be tracking symptoms?

- a. Yes. The District will be tracking symptoms of those students sent home. The District encourages parents/guardians who have an ill student at home to please inform attendance office staff of the symptoms the student is experiencing to add to the District tracking form. Symptom tracking is confidential information that will strictly be used to monitor potential classroom and building outbreaks of communicable disease, including but not limited to, COVID-19, flu, chicken pox, measles, and mumps. If parents/guardians are leaving a message, they are encouraged to leave symptoms on the confidential line they are calling. Reporting symptoms is a confidential method to ensure the health and safety of students, families, staff, and the community, but is not required. This confidential information will only be shared with your student’s school nurse and health office to ensure appropriate tracking of symptoms.

5. What should students and staff do if they have been exposed to a person with a confirmed diagnosis of COVID-19?

- a. If a student or staff member has been in close direct contact with someone who has been officially diagnosed with COVID-19, they should contact the Rock County Health Department at 608-757-5440. The Rock County Health Department will provide guidance on home quarantine practices and will help to determine when it is safe to discontinue isolation. The timeline for discontinuing isolation is different for each individual depending on many factors.
- b. Any school absences due to self quarantine or illness related to COVID-19 should be reported to the school as all other absences are reported.

6. **What will happen if it is determined that a large number of students and/or staff have been exposed to COVID-19 in the same classroom or same school building?**
 - a. There is no one single answer to this question. Due to a variety of factors, the District is prepared to analyze each individual situation with the assistance of the Rock County Health Department. While it is possible that a single classroom or single building could be quarantined and/or closed for a short period of time, instruction would then take place by the regular classroom teacher(s) through a distance learning model until it is deemed safe to return for face-to-face instruction. This option is just one example of many scenarios and options that could be implemented and arise with a face-to-face return to school.
7. **How will buildings and classrooms be sanitized?**
 - a. All needed building and classroom sanitizing supplies will be provided by the District.
 - b. Three highly effective disinfecting/sanitizing solutions are used by the District on a daily basis. Two solutions require a dwell time of at least ten minutes and one solution is a quick disinfecting/sanitizing rate typically used to wipe down tables between lunch shifts. All solutions are EPA (Environmental Protection Agency) approved in effectively eliminating viruses including COVID-19.
 - c. District custodial staff will complete a thorough cleaning at least once a day. If deemed necessary and needed, periodic cleaning may be completed throughout the day. At this time the Center for Disease Control (CDC) recommends one thorough cleaning a day of high touch surfaces and frequented spaces, such as restrooms, as being sufficient to stop the spread of COVID-19 and other contagious viruses. The CDC highly advises against stockpiling cleaning and disinfecting supplies. If supplies are not used in a timely manner, the ingredients may not be as effective in killing bacteria and viruses.
8. **If a vaccine is developed for COVID-19, will staff and students be required to receive it in order to attend school and work?**
 - a. While the District supports vaccinations and medical field recommendations for vaccinations, it does not and will not mandate vaccinations, including a future COVID-19 vaccination, in order to attend school or work. In certain cases, the Rock County Health Department can mandate individuals without specific vaccinations to exclude themselves for an indefinite period of time from work or school if an outbreak occurs and an individual has not received proper vaccination.

9. **How will the District handle student attendance if a student and the family do not wish to send the student to school because of concerns of COVID-19?**
- a. The Department of Public Instruction has not implemented changes to attendance at this time for the 2020-21 school year. If the District resumes a full return to school, all school attendance policies and procedures will be implemented. To respect students and families who have concerns of a full return to school, the District has a well-established, comprehensive online distance learning program students can be enrolled in, ARISE Virtual Academy (AVA). Families and students interested in this type of instruction can call (608) 743-6016 for an appointment to discuss enrolling in AVA full-time or go to ariseva.com to apply online and see what virtual learning entails for Elementary, Middle and High School students.
10. **What if a parent determines that they no longer wish to have their student enrolled in the learning model they originally signed up for in July or August? (*Updated July 31, 2020*)**
- a. Prior to September 1st, parents who wish to change the learning model chosen in July or August for their elementary, middle, or high school student should contact their student's building administrator. The building administrator will assist in updating the student learning model choice.
 - b. On and after September 1st, elementary and middle school students have the ability to switch between virtual learning at AVA and a face-to-face model one time per semester in order to ensure students master grade level/course work standards for the semester. AVA runs on semesters for all grade levels.
 - i. Example One: Student starts at AVA and wishes to return to face-to-face in October. Student may return to face-to-face at that time, but cannot go back to AVA, if there is a wish to do so, until the first semester ends. The first semester ends on January 14, 2021.
 - c. High school students have the first three weeks of each semester to determine whether or not they wish to remain in the model they signed up for. Due to credit attainment needed for graduation purposes, high school students will need to remain in the model signed up for at least a semester before moving to another learning model.
11. **Why is the hybrid model not an option for students in grades K-5? (*Added July 15, 2020*)**
- a. The elementary master schedules do not necessarily allow for a hybrid option like middle and high schools do. Primarily, in order for a hybrid model to work at any level, the student takes courses that are offered every single day during the exact

same periods of time. There can be no gaps in class periods as students are only allowed in the actual school building for the courses they are taking. For example, if an elementary student wants to take art and music, the art and music class have to be back to back on the days they are offered in order to make that work. Historically, it is very rare that elementary schedules allow this to work because of how special area classes are scheduled and offered.

12. Will there be other learning opportunities for students enrolled in P4J besides the half day face-to-face instructional model? *(Added July 22, 2020)*

- a. A home based learning model where materials are provided for parents to implement at home with their P4J student will be available. Materials, some physical and some virtual, will be provided for each instructional calendar day and will take approximately 1 to 1.5 hours per day to complete. Parents interested in a home based learning model may contact the P4J Office at (608) 743-5038.
- b. Parents of students with disabilities enrolled in P4J for the 20-21 school year should review the [Students with Special Needs FAQ](#) located on the District Website for further information regarding IEP placement and implementation.

13. My student is currently identified as talented and gifted (TAG) and enrolled in a Challenge Program at the building level. What will happen to the student's TAG identification if enrolled in ARISE? Can my student go back to Challenge if ARISE is not a good fit? *(Added July 15, 2020).*

- a. Students with a TAG identification continue to be identified as TAG if enrolled in ARISE. If ARISE is not a good fit for your student identified as TAG, your student is able to return to the previous building the student was enrolled in. If your student is TAG and also in the Challenge program prior to ARISE, the student is able to return to the Challenge program. More information regarding TAG and Challenge program students for the 2020-21 school year will be provided in the near future.

14. What if a parent does not want to enroll their student in any of the learning models the District is offering for the 2020-21 school year?

- a. Parents are able to enroll their student in homeschooling if they are not comfortable with any model the District has provided. Parents should go to the [Department of Public Instructions Homeschooling Site](#) and complete the required PI-1206 form and read about what enrolling in homeschooling entails for the parent and student. Parents are able to re-enroll with the District at any point and time throughout the school year, as well as, enroll or re-enroll their student in homeschooling.

15. Will the District implement staggered start and end times for different groups of students to control traffic flow and student contact at the start and end of the day?

- a. No. The District will have consistent start and end times at all grade levels. Individual building administrators will communicate information to staff, students, and families on which door number students should enter and exit. Door number entrances and exits may be determined on criteria such as, but not limited to, grade level and first letter of a last name.

16. How will classrooms and other high traffic areas be socially distanced? (*Updated July 31, 2020*).

- a. Classrooms and other high traffic areas will be socially distanced to the greatest extent possible. Traffic flow patterns may be taught to students, signage and decals indicating social distance spacing, and other tools and strategies, such as adults providing verbal direction during passing times, may be implemented. The District will require that a mask or face covering be worn by students and staff, who are safely able to do so. Exceptions from this mandate can be found on pages 2 and 3 of the [Governor's Executive Order](#).
- b. Classrooms and other high traffic areas and spaces will also be required to remove non-essential and non-commercial grade furniture and materials in order to accommodate for social distancing. Vinyl, hard surfaces, and flexible seating that can be wiped down can remain in classrooms and high traffic areas/spaces.

17. How will those who ride a bus to and from school be socially distanced?

- a. Students riding the Janesville Transit System (City Bus) to and from school will adhere to the transit system policies and procedures.
- b. Students eligible for Van Galder District Transportation will be physically spaced appropriately per each individual route based upon size of bus and number of students per bus route.
- c. The District highly recommends and encourages that students using City or District transportation wear a mask while being transported to and from school.

18. Will breakfast and lunch continue to be served to students when school resumes? (*Updated August 7, 2020*)

- a. The District will continue to provide breakfast and lunch to students on campus when school resumes. Breakfast and lunch may be served in the classroom, cafeteria, and/or other designated areas and spaces to allow for social distancing of students. Additional lunch periods may be developed. Menu options may be

limited with almost all items being pre-packaged or wrapped. Students are welcome to also bring lunch from home.

- b. The District is currently working with the USDA to determine if we will be able to make meals available to students participating in the full-time virtual (from home) option. Details are not yet final, and we will provide more information as soon as possible.

19. Will high school students who qualify for open campus during lunch be able to leave?

- a. Yes. High school students eligible for open campus will be able to leave for lunch to assist with social distancing during the lunch periods. Students are encouraged to follow social distancing guidelines when off campus and are encouraged to wear a mask when inside an establishment or when not socially distanced from others. Students should wash their hands with soap and water or use hand sanitizer upon re-entering the building from open campus lunch.

20. Will students and staff be allowed to bring personal belongings with them to school such as backpacks and purses?

- a. Yes. Students and staff will be allowed to bring personal belongings with them each day to school such as backpacks and purses. It is encouraged that any non-essential personal belongings not come to school such as stuffed animals and toys. Students will continue to be assigned a locker space at school to use as needed.

21. Are high school students enrolled in ARISE Virtual Academy, either full-time or under the hybrid model, allowed to participate in extracurricular and other club activities offered through Craig or Parker High Schools?

- a. Yes. Students enrolled in ARISE may participate in grade/age appropriate athletics, clubs, and other activities, such as show choir, offered through Craig or Parker High Schools. Further details can be provided by ARISE and the high school at which the student is seeking to participate in extracurricular or other club activities.

22. If a student who is a senior has attended Parker or Craig High School and decides to enroll full-time at ARISE Virtual Academy for the senior year, what type of diploma will the student receive upon completion of the senior year at ARISE?

- a. For the 2020-21 school year only, seniors who had attended Parker or Craig High School will be able to attend ARISE Virtual Academy Full-Time and receive a Parker or Craig High School Diploma upon completion of the senior year.
- b. All other students enrolled in ARISE, full-time or through the hybrid model, will work with ARISE and their assigned high school to determine diploma options upon completion of the senior year.

23. Will students be participating in field trips?

- a. At this time, all field trips that are not a virtual experience will not take place.

24. Will staff be allowed to participate in out of district professional development sessions, conferences, conventions, etc?

- a. At this time, staff are not allowed to travel outside of the district, both in state, out of state, or out of the country, for professional development sessions, conferences, conventions, etc. Staff can participate in virtual opportunities or within the District through opportunities that are offered.

25. Will there be changes in the visitor policy?

- a. Yes. The School District of Janesville's Board Policy 1240 regarding visitors in the school setting allows District administration to make decisions on visitors that protect the health and safety of the school. Due to COVID-19, the School District of Janesville will implement the visitor protocols and procedures below. These protocols and procedures **apply to all** visitors, including but not limited to, parents, relatives of students, staff family members, community members, outside vendors, and sales personnel who are strictly soliciting with no appointment. These visitor procedures **do not apply** to school district employees, district service technicians, such as Rhyme and Morse Group, law enforcement, and law enforcement agencies, such as Child Protective Services and Juvenile Justice Supervisors involved with investigations and/or ongoing student cases/case management.
 - i. All visitors must have an appointment by providing an advanced phone call, text, or email stating the reason for the visit. An advanced appointment will ensure the appointment is essential and ensure proper customer service upon arrival for the appointment. If the staff member taking the phone call, text, or email questions whether the visit is essential, the staff member should consult with their building administration to make a final decision.
 - ii. The appointment made must be considered essential for business or needs. Some examples of essential business or needs are:

1. Meeting with a staff member in the building
 2. Dropping off materials a student needs for the day at school (i.e. lunch, device)
 3. Vendor with an appointment (i.e. cap and gown orders, class rings)
- iii. Some examples of non-essential business or needs are:
1. Solicitors
 2. Parent or relative wishing to have lunch with his or her student
 3. Parent or relative wishing to sit in on the student's classes
- iv. All visitors are expected to adhere to standard visitor protocols already in place such as, but not limited to, signing in and out of the building and wearing an approved visitor badge/sticker.

26. Will parent-teacher conferences still be held during the school year?

- a. Yes. Parent-teachers conferences will still be held during the school year. Appointments will be made for conferences to limit the number of people in a designated building or space. Virtual parent-teacher conferences will also be a selection option for parents in lieu of a face-to-face conference.

27. Will events such as school sings, choir concerts, Grandparent's Day, etc take place?

- a. At this time, school sponsored events with face-to-face audiences or guests will not take place. Virtual events may be showcased when face-to-face audiences cannot be accommodated due to COVID-19.

28. Will volunteers be allowed in the school setting?

- a. The School District of Janesville recognizes the importance of volunteers in the school setting and the positive impact volunteers have on students, staff, and the school community in general. As a result of COVID-19, the District is temporarily suspending outside volunteers from entering District buildings.