FUTURE READY
RETURN TO SCHOOL
2020-21 School Year Plan to Return to Learning

usd259.org/WPSreturn
WICHITA PUBLIC SCHOOLS | 903 S. EDGEMOOR, WICHITA, KS 67218
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Since mid-March when Kansas school facilities closed, the COVID-19 crisis continues to impact every aspect of our lives. Nowhere is this impact more keenly felt than in public education, which is facing competing pressures that place immeasurable strain on individuals, schools, districts and communities. As the Wichita Public Schools continues to work with experts, monitor public health data, learn from peers, and gather the input from staff and families, the Future Ready Return to School Plan is an evolving document that reflects the roadmap WPS will use to engage students and staff in a high-quality and safe learning environment this school year.

The district’s response and recovery work will be guided by the Every Student Future Ready strategic plan. Our return to school plan is focused first and foremost on the safety and well-being of WPS staff, families and students, as well as providing rigorous and high-quality learning opportunities regardless of which of the three learning options a family selects.

As what we understand about COVID-19 changes, along with corresponding public health guidance, WPS stakeholders should understand that our plans will change along with this knowledge. The Board of Education will determine on August 20 whether the school year will begin utilizing the three models discussed in this plan, or whether all learning will be remote as we begin the year. All future plan updates will be posted to our web site – www.usd259.org/WPSreturn.

We are indebted to all of those who have been engaged in our planning efforts and who continue to be an active part of what is sure to be a school year like no other. My request to each of you is that we show one another flexibility, grace and patience as we do everything with the best interests of our students and staff in mind. We WILL get through this challenging year, and we will be STRONGER TOGETHER!

Sincerely,

Alicia Thompson
WPS Proud Superintendent

IMPORTANT NOTE:

Because plans may change during the year due to public health data, families should be prepared with a childcare plan should illness cause a classroom, school or the district as a whole to temporarily suspend in-person learning. Please make sure your contact information is updated in our information systems so that you will receive urgent and timely updates as they are available.

All future plan updates will be posted online – www.usd259.org/WPSreturn.
Environmental Assumptions That Impact Planning

- WPS plans will be guided by the Federal CARES Act, the Centers for Disease Control, Kansas Governor Laura Kelly, the Kansas Board of Education/Kansas State Department of Education, Kansas Department of Health and Environment, Sedgwick County, the Sedgwick County Health Department, and the City of Wichita. In addition, guidance and best practice recommendations will be considered from numerous professional organizations and experts who are engaged with various aspects of the district’s scope of work (ex: nursing, heating/cooling, etc.), as well as the district task force teams assembled to study particular aspects of our response and recovery.

- Feedback from key stakeholders will impact planning, including input from students, staff, collective bargaining units, and district parents.

- WPS will continue to advocate for and support all public health strategies previously endorsed, including social distancing, staying home when sick, wearing facial coverings, travel quarantine guidelines and other such measures.

- Schools will likely need to open and close quickly, perhaps multiple times during the year, and for uncertain periods of time.

- We will face new expenses and investment decisions during the same period that we plan for a possible budget crisis.

- Most educators will need new tools and robust support for remote learning conditions that we need to plan for.

- Our staff, and the families of our students, will be impacted by personal and medical needs and perceived fears, and those needs and fears will sometimes overwhelm teaching and learning.

- Our students and staff will return to school having experienced a major disruption in their lives and schedules, and many will have experienced significant increases in stress and trauma. All of these factors will impact their ability to learn and teach.

- Our staff and our families may not have the technology or internet accessibility to effectively deliver or engage in learning from home.

- Re-entry will place demands on our system that will push our systems and staff over capacity, and we will need to plan for the social-emotional support of our staff.
**FUTURE READY RETURN TO SCHOOL OVERVIEW**

10 points capture the highlights of the **Future Ready Return to School Plan**. Additional detail on each of these highlights, as well as more comprehensive details of the WPS return plan, are available on the district's web site – [www.usd259.org/WPSreturn](http://www.usd259.org/WPSreturn).

**Top 10 Things to Know About the Future Ready Return to School Plan**

1. Parents may choose one of three learning options for students in order to select what is best for their family. *(note: as of July 30, Education Imagine Academy is at full capacity for the 2020-21 school year)*

2. Remote learning will be different than what students experienced last spring.

3. The 2020-21 school year calendar will begin on Tuesday, September 8.

4. Every WPS student will be provided with a computer to support learning, and internet access if needed.

5. Face masks will be required.

6. Significant safety and hygiene practices will be in place at every district facility including adequate hand sanitizer and cleaning products available for frequent cleaning, proper personal hygiene techniques encouraged, water fountains replaced with water bottle refilling stations, revised air handling protocols to promote recommended air circulation standards, and protocols outlined to address confirmed or potential COVID-19 cases.

7. All facilities will practice caution and social distancing.

8. Building access will be limited.

9. Stay home if you’re sick!

10. We will closely monitor health conditions and be prepared to pivot in our planning and execution if warranted.

We recognize that families may have questions about the hundreds of details included in our **Future Ready Return to School Plan**, including topics such as latchkey, athletics, school supplies, course offerings, field trips and many others. This plan is an evolving document that will be updated based on changing health conditions, guidance from partners and emerging details. As additional information is available, we will update the plan on our web site – [www.usd259.org/WPSreturn](http://www.usd259.org/WPSreturn).
LEARNING OPTIONS FOR FAMILY CHOICE

WPS will offer three different learning options to provide family choice to best meet the learning needs of each student. Each option is unique and remains grounded in offering students a high-quality learning environment in this most unusual of academic years. Due to safety, logistical, staffing and fiscal concerns, WPS will not be offering a “hybrid” learning model that features split grouping of students in school for a portion of the week and learning at home for a portion of the week. Additional information and the evolving course catalog for MySchool Remote are available online at www.usd259.org/enroll.

- Onsite,
- MySchool Remote online learning, and
- Education Imagine Academy virtual school (which has reached capacity for the 2020-21 academic year)

In addition to these three models, the district will continuously monitor public health conditions in collaboration with the Sedgwick County Health Department. We will be prepared if the severity of conditions warrant pivot to a 100% MySchool Remote computer-based learning model for all students. Those who chose learning option 1 (onsite) would then pivot to learning option 2 (MySchool Remote). Students in Education Imagine Academy would be unaffected by a learning model pivot due.

To begin the 2020-2021 academic year, WPS will offer the three models noted above. In order to evaluate and prepare for the beginning of school on the delayed start date of Tuesday, September 8, WPS administration will collaborate with Sedgwick County health officials, review the BOE-adopted Learning Model Decision-Making Guide and present data to the BOE on Thursday, August 20, to either affirm the three-option start to school, or decide that public health conditions warrant pivoting to the 100% computer-based learning environment as described in the previous paragraph.

The commitment to pivot to a 100% MySchool Remote computer-based learning environment would be applicable to a classroom, school or district-wide scope depending on health and safety guidance. **Families should be prepared with a childcare plan should illness cause a classroom or school to temporarily suspend in-person attendance.** Because each student will be provided with a modern computing device, with internet accessibility also provided for those who don’t have the resources at home to connect to high-speed access, every WPS student will have the technology that allows for connectivity and remote learning regardless of the reason for the pivot.
Students with an Individualized Education Program (IEP)
Students with an IEP fall under district guidance that applies to all students, including the choice of on-site, MySchool Remote or Education Imagine Academy learning opportunities. WPS is committed to providing meaningful access to instruction for all students, and as such, IEP teams may need to meet to decide on temporary adjustments that are needed for a student to be successful while receiving services in a remote or virtual environment. Families with specific questions can learn more online at www.usd259.org/specialed, or by calling (316) 973-4470.

Student Learners who Require English as a Second Language or Newcomer Services
All ESOL students will return under the same guidelines as all other students, with appropriate support from the classroom and ESOL teachers. Students who are part of the Newcomer program will return with the support of their Newcomer classroom teacher and paraprofessional. Families may call (316) 866-8000 with specific educational questions.

PreKindergarten Learning Opportunities
WPS will continue to offer PreKindergarten learning opportunities for students through the onsite learning model. MySchool Remote options for PreK students will be limited, and the Education Imagine Academy model does not have a PreK option available. For more information about PreK opportunities, visit the early childhood web site at www.usd259.org/PreK, or call the early childhood department at (316) 866-8038.

KEYS TO STUDENT SUCCESS

Revised School Year Calendar
Though many school districts including Wichita revised the school year calendar to delay the start date for the academic year, all school districts are still required to meet the expectation of K.S.A. 72-3115, which requires “not less than 1,116 school hours in each school year.” For high school seniors, that expectation is not less than 1,086 school hours. The revised school year calendar adopted by the Wichita BOE fulfills these expectations. Highlights are noted below, and the full calendar is included online at https://www.usd259.org/Page/14757

Highlights include:
- Aug. 5 – teachers and paras return to collaborate and prepare for the teaching and learning opportunities our students may be exposed to this year
- Sept. 4 – school year begins for 6th and 9th grade students only
- Sept. 8 – school year beings for all students
- Nov. 25-27 – student fall recess
- Dec. 21 – Jan. 1 – student winter recess
- March 22-26 – spring break
- May 25 – last day of school

The count date to determine school funding for the current academic year is scheduled to occur on the standard schedule, with the 2020 count day being on Monday, Sept. 21.
Physical Learning Environment

For those families who choose the onsite model, the structure of the physical learning environment will be of paramount consideration to provide the safest-possible learning and teaching spaces for WPS students and staff.

Common Spaces

For all schools, safety will guide us to practice social distancing wherever possible. Close contact (6’ for more than 10 minutes at a time) will be minimized between students, staff and families, and community access to school buildings and classrooms will be eliminated beyond those defined as essential visitors.

**Elementary** - each elementary school will develop CHAMPS expectations based on district work with Safe and Civil Schools. These expectations will take social distancing and cohort guidelines into consideration. Cohort guidelines create common student groups outside of which contact with others is minimized. Cohort classrooms will stagger transition times in the hallway, allowing for one-way hallway travel when possible. These same classroom groups will practice social distancing to the greatest extent possible during restroom breaks, and transitions at arrival, lunch, recess and dismissal. Elementary students will have outdoor recess as weather permits to provide a healthy mask-free opportunity for physical movement.

**Secondary** – each secondary school will take the necessary safety precautions like hand sanitizing, social distancing and appropriate disinfecting of classroom spaces and common areas. Passing periods will be staggered as much as possible, and restroom breaks will be taken during instructional time to limit the potential for groups of students gathering during common periods. All mass gatherings during the school day will be eliminated (ex: assemblies and pep rallies), and locker use will be provided only as requested and assigned based on socially distanced intervals.

**Special** – While all special schools and programs will utilize the guidance prepared for their level, we do recognize that certain schools and programs have additional specialized needs for their students. Additional procedures may be developed by building principals whose schools include these special programs in order to best and most safely serve our students with special needs.

Classrooms

At all levels, our schools will employ all available strategies to carry out the Governor’s Order 20-59, including practices to space students out during lunch, passing periods, and restroom and handwashing breaks. Social distancing is not mandated for in-person instruction when masks are worn, and all students will be expected to wear a face mask while at school (see exceptions in Governor’s Executive Order 20-59). Outdoor learning spaces will be used as appropriate. Once enrollment is completed and we can assess the mix of students who have selected onsite learning as their preferred option, schools will be able to plan for social distancing and highlight any concerns that may arise regarding the ability to arrange classrooms accordingly. A variety of planning tools and measures will be available to school leaders to support the arrangement of in-person classroom spaces in the safest manner possible. Specific guidance for specials/exploratory/elective classes will be provided based on best-practice recommendations for these unique learning environments.

**Elementary** – Each elementary student will have his or her own supplies at their desk, rather than a common practice of community supplies shared by all students. Movement around the elementary classroom will take place during the day and will promote social distancing practices to the greatest extent possible.

**Secondary** – Secondary learning environments will be socially distanced to the greatest extent possible. Classrooms will be arranged so that students face the same direction in the classroom. Unique classroom/learning environments will be socially distanced and arranged in the safest manner possible based on best-practice guidance from district and national curriculum advisors (i.e. music and art classrooms).
Rigorous Instruction and Learning
At all levels of the system PreK-12, and regardless of which learning model you choose (onsite, MySchool Remote or Education Imagine Academy), rigorous instruction will occur daily. Though the mode of instructional delivery may vary, students at all levels will be expected to participate in daily learning and show what they know and can do according to state standards.

Parents can expect to see an increase in the amount of time students spend interacting with online tools, as it is essential that we prepare students for online academic learning experiences in the event public health trends cause us to pivot to a 100% remote learning environment. Should this occur, expectations for learning and mastering state standards will continue.

Progress Report
Parents can expect progress reports at the elementary level to follow the district adopted calendar. At the middle and high school level, progress report frequency will be determined by the school’s schedule of courses.

Attendance Expectations
Students who participate in onsite and MySchool Remote learning options will be engaged in learning for a full school day, and attendance will be taken. Learning opportunities will vary based on grade and daily expectations. For students enrolled in MySchool Remote, the day’s schedule will include planned breaks, specials, lunch time and project-based work that allows the student to be engaged in the learning day in formats other than continuous screen time. Truancy guidelines will be followed. To learn more about what a MySchool Remote day looks like for students, view a short video online at www.usd259.org/enroll. Students who enroll in Education Imagine Academy have different engagement and attendance expectations and will be monitored by EIA teachers and staff during the course of the semester.

Course Selection
All schools will have course selections for MySchool Remote (MSR) enrollment that are similar, but not identical to, the courses available for onsite enrollment.

**Elementary** – daily student instruction will resemble what a student experiences in a traditional classroom setting. This includes core academic courses of math, English language arts, science and social studies, specials, interventions, and social and emotional learning. Planned breaks and opportunities for movement for those in both onsite and MSR classes including recess, lunch, and specials such as PE.

**Middle and High Schools** – courses for middle and high schools will be determined for a semester schedule. A list of MySchool Remote course opportunities is available online – www.usd259.org/enroll - though some courses may not be available at certain sites depending on staff and student interest. Students will have opportunities for enrollment in honors courses, as well as limited elective classes. Not all electives available at the traditional onsite school will be available for students enrolled in MySchool Remote. Education Imagine Academy course offerings are unique, and available for review on the virtual school web site – www.usd259.org/eiacademy.
Technology

All PreK-12 students will be able to check out a modern computing device that will support enhanced classroom learning as well as remote learning through MySchool Remote, and virtual learning in Education Imagine Academy. Internet access will be provided to students who do not have access at home. Devices will be ready for distribution to K-12 students at the beginning of the school year, with devices for PreK students coming soon thereafter. All K-12 students will also have access to a district-provided email address that will support engagement through Microsoft Teams, the district’s primary interactive platform. Schools will provide information to families in their school prior to the beginning of the year about checkout procedures, expectations, and family engagement opportunities to better understand how to engage and support student learning using these devices.

Student Email Addresses Provided

Every WPS student will have a district-provided student email address. The email name will be PreferredFirstName.LastName@students.usd259.net. If preferred name isn’t selected during enrollment, legal first name and last name will be used. Students will benefit from a calendar within Microsoft Teams, increased communication opportunities, and enhanced digital literacy skills, all within a safe email environment that will be monitored for language, bullying and appropriateness. Students may now access their student email by logging into the portal at https://portal.usd259.net, using the student ID and password used to access existing online learning tools. Check for the Office 365 program link once you get logged in, and Outlook email will be available once you click into Office 365.

Whole Child Commitment

Focus on the social and emotional well-being of students and staff is of paramount importance in our return to school plan. Whether onsite or learning through MySchool Remote, students will receive daily academic and social-emotional/character development instruction. After having been out of a physical school setting for nearly six months, strategies to help students reintegrate back into a formal learning environment will be vitally important. Second Step is the district’s K-8 curriculum for social-emotional learning. Restorative Practices will be used to help build, maintain and restore school communities and relationships. Capturing Kids’ Hearts challenges participating schools to build a school culture that is relational and addresses the social-emotional needs of students and educators through equitable and culturally relevant processes.

Food Services

Specific plans for food services in each school building are being worked through and will be confirmed prior to the beginning of the school year. Onsite meal service (breakfast and lunch) will be socially distanced to the greatest extent possible. Menu selection will be limited to assist with speed of service.

In addition, students enrolled in the MySchool Remote program will have the opportunity to pick up meals at sites that will be identified in the final plan. Food distribution during the school year will be very different from the meal plan that has been in place since March. Each student will need to be enrolled in the Wichita Public Schools, and quality for free or reduced-price meals, to receive meals distributed at one of the designated food distribution locations. More information will be provided to families prior to the beginning of the year.
Student activities

Athletics
All athletic activities and events will follow guidelines issued by the Kansas State High School Activities Association (KSHSAA) and the Sedgwick County Health Department (SCHD). Based on guidelines current as of Aug. 4, WPS high schools are planning for fall sports activities to begin practice and competition as scheduled. The Wichita Board of Education will provide additional direction on August 20 when it decides on the learning model that will be utilized to begin the school year.

Extensive cleaning and safety guidelines are in place to support the well-being of students and coaches. Guidance from KSHSAA and SCHD will be carefully monitored, and the participation in athletics during the fall semester will be based on industry knowledge and BOE standards. Based on Governor Kelly’s Executive Order 20-52, and unless specific guidance within the county indicates otherwise, masks or other face coverings should be worn by participants in any organized sports activity anytime participants are around others and unable to maintain 6-foot physical distancing.

Per CDC guidelines, individuals who are engaged in high intensity activities, like running, may not be able to wear a mask or face covering if it causes difficulty breathing. Additionally, masks should not be worn during activities that cause the mask to become wet. The KSHSAA encourages coaches to consider alternative activities if adequate physical distancing cannot be maintained in the absence of the participant wearing a mask. All non-participants in workout activities such as coaches, staff and non-participating students should wear a mask or face covering at all times when around others and 6-foot physical distancing cannot be maintained.

Fine Arts
Specials/elective courses will continue to be offered at all grade levels with appropriate safety considerations. This includes vocal and instrumental music, as well as visual arts. Explicit protocols will be provided to each student participant when the school year begins.

Field Trips
There will be no local or non-local fieldtrips during the first semester of the 2020-21 year (through Jan. 22, 2021). Permission to schedule field trips during the 2nd semester will be considered prior to the end of the calendar year.

Foreign Exchange Students
The district will not commit to hosting any foreign exchange students during the 2020-21 school year.

School Fundraising
During the fall semester of the 2020-21 school year (through Jan. 22, 2021), while visitor access to buildings is limited, there will be no school fundraising activities. This includes no physical exchanges of products (including food) or money.

Prior to the end of calendar year 2020, the decision to allow fundraising activities during the second semester, and in what form, will be evaluated. If public health and operational conditions allow us to consider limited school fundraising activities, there will still be no physical exchange of product or money. Virtual options would be preferred, with guidelines and acceptable platforms being directed by district policy.

Other Large Group Events
School and district events that involve large groups of people should be delayed until the second semester, if possible, or scheduled virtually. Schools will suspend large group assemblies and other indoor assembling of crowds during the fall semester, and district-wide large-group events should be held virtually unless social distancing can be achieved at all times.
Latchkey
Elementary latchkey sites will be open during the school year at 47 Wichita Public Schools locations, presuming school is operating at a level that allows onsite instruction. All staff and students, as well as parents who enter to pick up children, will be expected to wear a mask.

All district sites are licensed by the Kansas Department of Health and Environment and will follow all expected safety protocols. As a Wichita Public Schools program, interpretation of latchkey guidelines may be more stringent than other KDHE-licensed programs in the community. A list of all sites, as well as the required enrollment paperwork, are available at www.usd259.org/latchkey.

Middle School After School Program
The Greater Wichita YMCA is our local partner in the operation of the middle school after school program at 16 Wichita middle school locations. All programs will continue to operate during the school year, presuming school is operating at a level that allows onsite instruction. All staff and students, as well as parents who enter to pick up children, will be expected to wear a mask.

Interested parents should inquire at their student’s middle school office.

Bus Transportation
In order to provide the safest-possible environment for all bus riders, safety procedures will apply to all modes of transportation (buses and vans) used to get to and from school and activities. Bus riders will learn proper COVID-19 bus protocols at the beginning of the year.

Assigned seating will be required, with the expectation being that individuals from the same household will sit together. To avoid students walking past each other, seating will be assigned from back to front when possible, with the reverse happening when the bus arrives at the school (riders in the front exit first). Students will be spread out as much as possible, but because social distancing will not always be possible, every student on the bus will be required to wear a face mask at all times. Drivers will wear a face mask when interactive with other individuals. In addition, when weather permits, windows will be opened on the bus to improve air flow. Finally, new students will only be added to a bus route on the first day of each week in an effort to minimize mixing groups of students.

In addition to each rider wearing a mask, hand sanitizer will be available for use when a student boards the bus. Frequently touched surfaces in all vehicles will be sanitized frequently by a professionally trained sanitation crew. Deep disinfection on every bus will occur on a research-based schedule proven to be highly effective in combating COVID-19.

If an individual on a bus tests positive for COVID-19, the bus will be taken out of service and all surfaces will be thoroughly sanitized. A substitute bus will be used to serve other riders, and families will be notified according to the district’s COVID-19 response plan if their student is deemed a close contact.
**HEALTHY LEARNING AND WORK ENVIRONMENT**

**Face Coverings Will Be Required**

The Governor’s Executive Order 20-59 requires that all individuals who enter a WPS building will wear a face mask. Our practice will continue even after expiration of the Executive Order, until such time as the Wichita BOE determines that a change is in order. Continued discussion is occurring regarding face mask practices for elementary students. Should guidelines change, the WPS plan will be updated accordingly. All students who ride on district-provided transportation will wear a face mask while on the bus.

It should be noted that a face shield is not a substitute for a face mask, but one be worn in addition at a staff member’s discretion. WPS will work with teachers and students who rely on being able to see lips/mouth to communicate and learn, to assure that proper and appropriate face masks will be available for those individuals. WPS will also follow the exceptions noted in EO 20-59 regarding when masks are not required.

**Social/Physical Distancing**

Our schools will employ all available strategies to carry out the Governor’s Order 20-59, including practices to space students out during lunch, passing periods, and restroom and handwashing breaks. Social distancing is not mandated for in-person instruction when masks are worn.

In addition, students who ride the bus will follow loading/unloading and assigned seat protocols that will provide the safest-possible environment.

**Temperature Checks**

As required by the Governor’s Order 20-59, temperature checks will be required before individuals enter school buildings for the first time each day. Each building will follow the protocol identified for staff and will communicate logistics with their employees to confirm knowledge of proper entry doors and screening procedures. The student temperature check expectation will be confirmed and released prior to the beginning of the school year. If any individual registers a temperature that exceeds 100.4°F, that individual will be expected to return home and follow normal absence reporting protocols.

**Handwashing and Sanitizing**

WPS will provide disinfecting/sanitizing products in all classrooms, common spaces and offices. Hand sanitizer will exceed the CDC recommended 60% alcohol content. This will occur in addition to enhanced cleaning protocols that will be followed by WPS custodial staff. WPS students will also be engaged in learning opportunities at the beginning of the year focusing on proper handwashing, as well as coughing and sneezing techniques, and will be expected to wash or sanitize hands frequently during the school day.

**Environmental Safety**

**Cleaning protocols:** The district will implement enhanced flu season disinfecting protocols on a year-round basis. Normal custodial work duties will include frequent disinfecting of high touch points, as well as cleaning restrooms twice daily. Custodians will also use HEPA vacuums for carpet cleaning. Electrostatic fogging machines, using hospital-grade disinfectant, will be available to support the intensive cleaning protocol.
Building improvements: Building improvements will include the installation of water bottle filling stations at all schools and central offices. Students and staff are encouraged to bring their own refillable water bottles, as drinking fountain use will be discontinued. Plexiglass dividers will be provided for school front offices and other select applications where social distancing and/or high visitor traffic creates the need for an additional safety barrier. Signage will be used to constantly remind employees, students and visitors alike of the need to remain socially distanced, and practice proper personal hygiene.

Air quality: Enhancing the air quality and the flow of fresh air through buildings is a key feature of our facility safety plan. Outside air dampers will be modified to allow for a greater minimum setting (approximately 20-25%) during occupied mode to help dilute the indoor air with additional outside air. Bathroom exhaust fans will run 24/7 in order to maintain proper air flow in these enclosed spaces, and HVAC control schedules will be modified so that systems begin one hour earlier and run one hour longer at the end of the day. Focus will also be placed on strategies that will manage the humidity level in buildings. Lastly, MERV13 filters, which are electrostatically charged and more efficient than standard filters, will be installed in nurse office locations to filter out air particles that are smaller than one micron in size.

Managing COVID in the Workplace
Based on best-practice recommendations from numerous local, state and national resources, WPS has developed a comprehensive COVID-19 response plan that articulates actions that individual schools and employees should take, defines supervisor responsibility to report, and outlines how facility cleaning protocols will be handled. School nurses, in coordination with the district’s director of health services, will work closely with Sedgwick County Health Department to ensure that isolation and quarantine procedures can be initiated and followed, and that appropriate public health information is shared with parents, students and staff.

Pivot Points
Should public health conditions warrant evaluation of a pivot to full-remote status for schools, the Wichita Board of Education will use their BOE-approved Learning Model Decision-Making Guide to frame the evaluation process. Consideration would be given to whether the district remains in the three-model operating mode (onsite, MySchool Remote and EI Academy), or whether the district must shift and offer all instruction through either a remote (MySchool Remote) or virtual (EI Academy) learning model.

If full remote were to occur, all students in MySchool Remote and EI Academy would see no change. Students who attend school onsite would be directly impacted, as their learning would shift to the at-home MySchool Remote format. A pivot to full remote would directly impact families who work outside of the home, as all students would be expected to continue to engage in remote learning.

WPS is currently planning for all three learning models to be utilized when school begins on September 8. We will evaluate public health data in collaboration with the SCHD, and the Wichita Board of Education will confirm on August 20 whether we can proceed in this manner when school begins or whether we will shift to full remote learning.

Should a classroom, single school, or full district face temporary suspension of in-person attendance because of a COVID-19 outbreak, district officials would work with local health officials on the duration and scope of scheduling changes. Because plans may change during the year due to public health data, families should be prepared with a childcare plan should illness cause a classroom or school to temporarily suspend in-person attendance.
What Happens if a Student or Staff Member Tests Positive for COVID-19?

WPS has developed a robust COVID-19 response plan to guide district actions in the event of a confirmed case. The response plan also provides guidance in the event that someone is experiencing symptoms, is a close contact or household contact to a confirmed case, or who has traveled to a location that is deemed by KDHE to be a mandatory quarantine location.

It is important to note that any student or staff member who is sick or doesn't feel well should not report to school or work and they should follow normal absence reporting procedures. Any employee who has been diagnosed with COVID-19, is experiencing symptoms and is seeking a medical diagnosis, or has been advised to quarantine or can't report for regular duties due to a COVID-19 related reason should contact Human Resources at 973-4605, or by email at employeebenefits@usd259.net. Guidance in the WPS flow chart document regarding returning to work or school as provided by other parties will prevail if WPS guidelines are more stringent than direction from the other parties.

Coronavirus Testing

We will not administer or require COVID-19 tests of employees or students. However, we will require a self-screening assessment prior to every individual entering one of our schools or central office facilities. We will require students and staff who are not feeling well to stay at home.

Testing in Sedgwick County

Individuals in Sedgwick County that have questions about COVID-19 testing or who are experiencing symptoms can call the United Way of the Plains hotline (simply dial 211) to schedule no-cost testing at the Sedgwick County Health Department. Any individual tested for COVID-19 must remain in isolation at home until test results are received.

PEOPLE POWER

Employee Standards

WPS employees are expected to abide by all policies, procedures and protocols that have been implemented as part of our Future Ready Return to School plan. A progressive disciplinary plan will guide response to employees who elect to not abide by health and safety expectations. Any employee who believes they qualify for an exemption under the Families First Coronavirus Response Act should contact Human Resources at 973-4605 to review criteria with HR staff.

Professional Travel

All professional travel for staff or students will be suspended through the first semester of the academic year (through Jan. 22, 2021), a timeframe consistent with suspension of field trips and fundraising activities for schools. Virtual training and conference participation are allowed if approved by an employee’s supervisor, and funding is available.

 Certain extremely limited exceptions can be made if certifications or responsibilities critical to an employee’s job role requires travel, and if the Superintendent or Deputy Superintendent feels that special circumstances should apply. If an exception to the district’s travel suspension is approved, KDHE travel quarantine rules will be strictly enforced.

When professional travel opportunities are considered – potentially during the second semester of the academic year – travel within Kansas would be allowed with approval by the employee’s DLT member and Superintendent or Deputy Superintendent. Non-essential travel and virtual conference participation would remain the same as noted above.
**Mental Health**

Mental health and emotional distress are concerns not only for our students and their families, but our employees as well. Self-care must be an important part of an employee’s daily routine to assure that employee can bring their best self to work, and to their family. The district’s partnership with New Directions provides benefits to employees to do just that with free, confidential benefits available in person or online.

The district’s employee assistant program provides a dedicated 24/7 help line; assessments and referrals to help match you with the resources you may need; short-term counseling; relationship issue guidance; legal and financial services and a health resources library. To get started, employees can call (800) 624-5544 or (816) 237-2352.

**FAMILY AND COMMUNITY COLLABORATION**

**Parent Teacher Conferences**

Fall parent-teacher conferences in the fall will be held virtually during traditional conference hours. Conference activities will take place via Microsoft Teams. Translation opportunities will be available through district translators, Propio and Microsoft Teams. Plans for spring conferences will be evaluated prior to the end of the calendar year.

**Building Rentals**

During the first semester of the academic year (through Jan. 22, 2021) – or as for as long as building guests are limited to essential visitors - no interior or exterior building rentals will be allowed. When limited interior facility rentals are allowed, there will be a custodial upcharge assessed to the rental fee to assure adequate cleaning of areas used prior to the resumption of school the following day.

**Essential Visitors**

In order to keep students and staff safe, and support contact tracing that will need to occur in the event of a potential exposure, building access will be suspended for anyone other than essential staff and visitors for the duration of the first semester (through Jan. 22, 2021). Access during the second semester will be evaluated prior to the end of the first semester. The full definition of essential visitor can be found at www.usd259.org/WPSreturn.

All essential visitors allowed to enter a school facility during the first semester will be required to follow all safety measures in place at the time of the visit. This includes wearing a mask at all times, having temperature checked when arriving at a district building, and checking in and out through the Hall Pass Visitor Management System in order that staff understands where and for how long a visitor has been inside the building. This protocol will facilitate rapid contact tracing should a public health concern arise.

During this time, building rental by outside partners will also be suspended.
CommuniCation

Open communication with staff, parents, students and other stakeholders is key to building trust, and it is one of the strategic themes of our Every Student Future Ready strategic plan. Parents and staff members provided valuable feedback over the summer on preferred communication channels. The district will share information through the following avenues in order to assure that vital facts and timely updates are shared directly with key stakeholders.

**Email, phone and text** messaging through the district’s automated messaging system. *For both parents and staff, it is essential that contact information be kept up to date in key information systems for messages to be received.* For parents, that system is ParentVUE. For employees, that system is PeopleSoft. This automated system will be used to send messages district-wide, as well as from schools. All crisis information and urgent updates will be shared through this set of communication tools before they will be sent through any other means.

**Social media** will be an important conduit of information and dialogue with district stakeholders. Stakeholders should follow WPS on Facebook (/wichitapublicschools) and Twitter (@wichitausd259), and their school social media accounts if they exist.

**District and school web sites** will present important compilations of return to school plans and key resources to inform actions. District enrollment information will be available at [www.usd259.org/enroll](http://www.usd259.org/enroll), and all return to school plan information will be included online at [www.usd259.org/WPSreturn](http://www.usd259.org/WPSreturn). Additional school-specific information will be available on each school’s web site.

Patrons with questions for which they can’t find answers on the district’s web site may email questions to info@usd259.net. School-specific questions should be directed to the school principal.
### Wichita Board of Education

Sheril Logan, at-large (BOE President)
Ben Blankley, district 1
Julie Hedrick, district 2 (BOE Vice-President)
Ernestine Krehbiel, district 3
Stan Reeser, district 4
Mike Rodee, district 5
Ron Rosales, district 6

### Superintendent’s Pandemic Recovery Team

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| • Kimber Kasitz, Health Services  
| • Angela Blake, Employee Benefits |

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<td>• Fabian Armendariz, Division Director</td>
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<th>SOCIAL EMOTIONAL / STUDENT SUPPORT</th>
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<td>• Vince Evans, Student Support Services</td>
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<td>• Terrell Davis, Public Affairs</td>
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Academic Learning Options Task Force Members

Core Task Force Members
- Fabian Armendariz, operations division
- Kimberly Brewer, SEIU
- Shawn Chastain, learning services
- Clinton Dayhuff, instructional technology
- Joshua Ehret, instructional technology
- Esau Freeman, SEIU
- Jeff Freund, Robinson Middle School
- Andi Giesen, learning services
- Jennifer Hartman, grants office
- Michele Ingenthron, elementary
- Tiffinie Irving, deputy superintendent
- Branden Johnson, secondary schools
- Kimber Kasitz, health services
- Amanda Kingrey, secondary schools
- Brent Lewis, Jr, UTW
- Kristina Matthaei, learning services
- Shelly McKinley, UTW
- Erica Nance, special education
- Christy O’Toole, learning services
- Heath Peine, special education
- Sara Richardson, East High
- DeeDee Stroot, special education
- Kathy Stybr, Isely Elementary
- Mendie Vicin, Cloud Elementary

Comprehensive Teacher Focus Group
- Michael Alldafer
- Marnie Baxter
- Mandy Bredhoft
- Eric Crawford
- Chrissy Davis
- Ryan Field
- Sarah Gegen
- Kori Green
- Lan Huynh
- Andrew Kelderman
- Kevin Kelly
- Crystal Kerr
- Paul Kitchen
- Catherine Klunder
- Matt Kratz
- Sarah Lewis
- Brynn Lyman
- Rob Madduz
- Erin McClung
- Jolene Maltz
- DeAnn McGinley
- Tracy Nigg
- Velya Randolph
- Susan Richardson
- Tara Rodgers
- Rebecca Simmons
- Amy Stanislawski
- Tobias Tyner
- Mark Walker
- Ashely Wallace
- Tana Weir
- Cheryl Witt
- Shanna Zimmerman

Alternative Schools and Support Staff Focus Group
- Sherri Schaake-Bushell
- Angela Cooper
- Justin Hawpe
- Kimber Kasitz
- Julie Myer
- Christine Nichols
- Torrey Pitchford
- Briana Renich
- Virginia Quincy
- Julie Wilson
- Melissa Zieamermann

Middle School Staff Focus Groups
- Samuel Belsan
- Clinton Dayhuff
- Joanne Fluker
- Jeff Freund
- Tawyna Glover
- Patric Jackson
- Jake Johnston
- Stacy Malicoat
- Vicky Manning
- Kristina Matthaei
- Ben Myrick
- Erich Stephen
- DeeDee Stroot
- Denise Van Horn

Stakeholder Engagement
Staff and parent feedback were key to the development of this plan. Three staff feedback opportunities, and two for parents, provided insight on technology, desire for in-person or virtual education, intent to return to work, and assessment of the continuous learning plan last spring. Results were shared with the Wichita Board of Education and are available for public review on the district’s web site.
External Guidance

Many agencies, organizations and resource groups were consulted as this plan was developed. Though not an exhaustive list, the entities noted below have impacted the final and evolving recommendations presented here:

- American Society of Heating and Air-Conditioning Engineers
- Centers for Disease Control
- Council of the Great City Schools
- Federation of European Heating, Ventilation and Air Conditioning
- International Sanitary Supply Association Clean Standard
- Kansas Board of Education
- Kansas COVID Workgroup for Kids
- Kansas State Department of Education
- Occupational Safety and Health Administration
- Sedgwick County Health Department

Profound thanks go out to all WPS employees, partners and community leaders who are involved in recovery and reopening efforts, as well as the thousands of employees and parents who have provided feedback to help guide our plans. Your work and your feedback matter hugely, and your efforts will have a lasting impact on WPS students and employees!