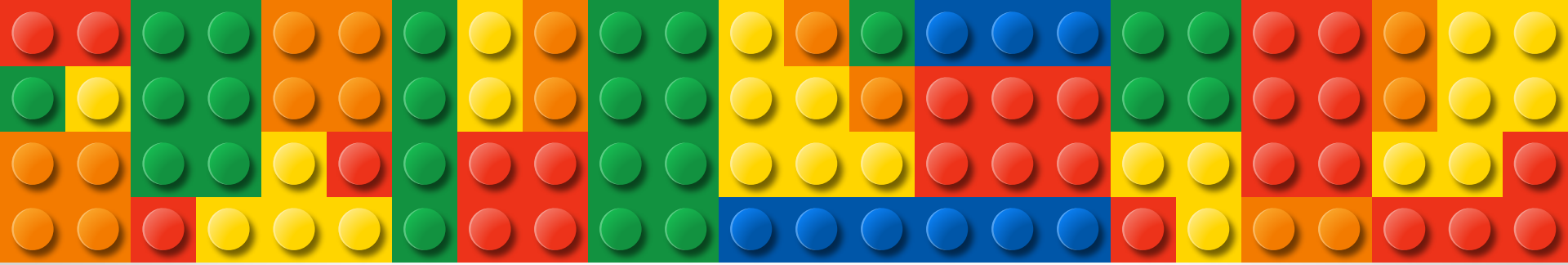




Everything is AWESOME at

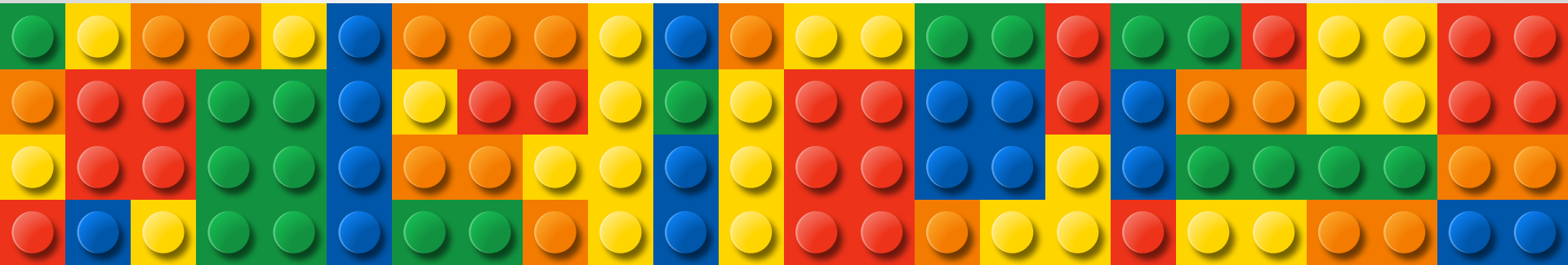
Kemper County Upper Elementary School

*Building Tomorrow's Future,
One Student at a Time!*



2020-2021 SCHOOL YEAR

KEMPER COUNTY UPPER ELEMENTARY SCHOOL
INSTRUCTIONAL PLAN



Introduction

The Kemper County Upper Elementary School (KCUES) administrative team has collaborated through a work session to outline the key issues we will need to address for the eventual reopening of school.

In alignment with the Mississippi Department of Education, the issues are divided into six topics:



** This document has been created using guidance from the MDE "Considerations for Reopening of Mississippi School" document, 2020.*

Introduction cont.

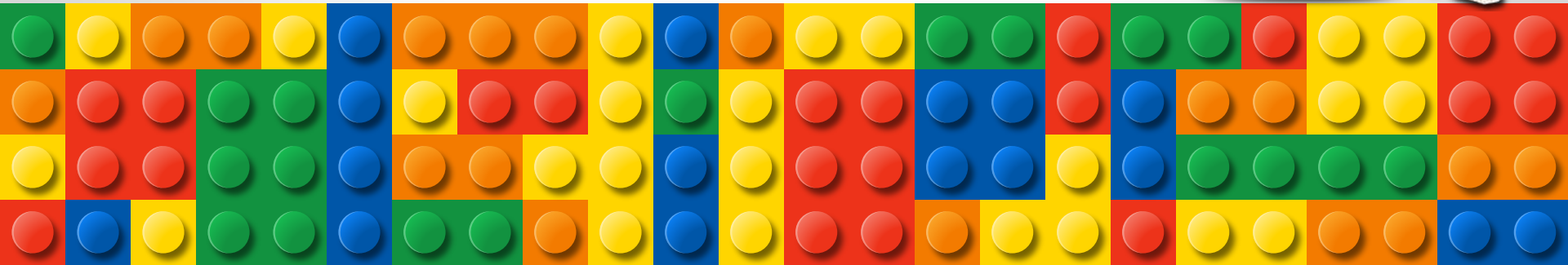
Kemper County Upper Elementary is committed to the safety and wellbeing of our students, staff, and families. We have developed, and will continue to evaluate, a safe return to school plan.

The strategies related to each topic will be updated weekly to help school leaders plan for each segment of the re-entry planning phase for the 2020-2021 school year. This will help school leaders adjust to the unpredictable and changing nature of the COVID-19 pandemic.

The administrative team of KCUES will continue to provide guidance and support to faculty, staff, parents, and students during the summer planning phase and once school reopens.

Kemper County Upper Elementary School 2020-2021 School Year Theme

- For the 2020-2021 school year, our theme will be centered around the LEGO Movie. Around campus, you will see Lego decorations and slogans.
- School Motto: “Building Tomorrow’s Future, One Student at a Time!”
- LEGO Slogan: Stemmed from the LEGO Movie theme song, our school slogan is, “Everything is AWESOME at Kemper County Upper Elementary School!”



Kemper County Upper Elementary School

Office Staff

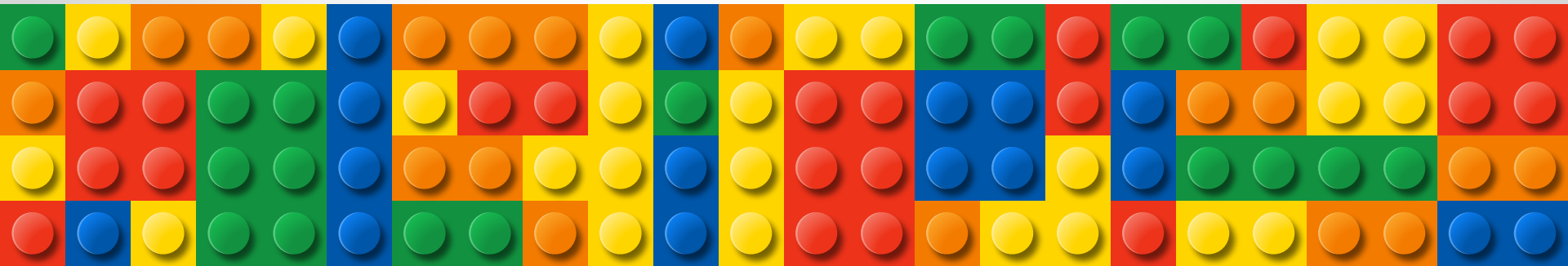
Tyresia Love-Brown, Principal

Delisa Cole-Blanks, Assistant Principal

Janice Neal, Counselor

Marshetta Little, Secretary/Data Clerk

Tammy Rush, Bookkeeper

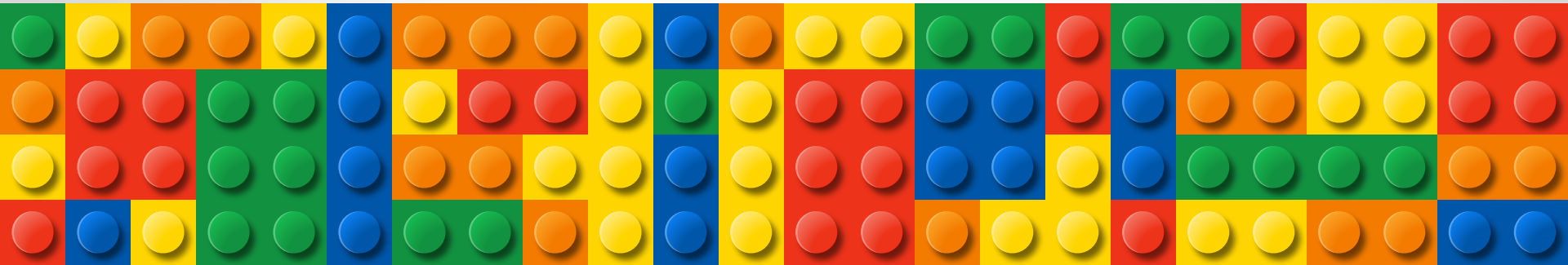


Kemper County Upper Elementary School

PreK Team



Kimberly Howard, Teacher
Trichia Hardin, Teacher Assistant

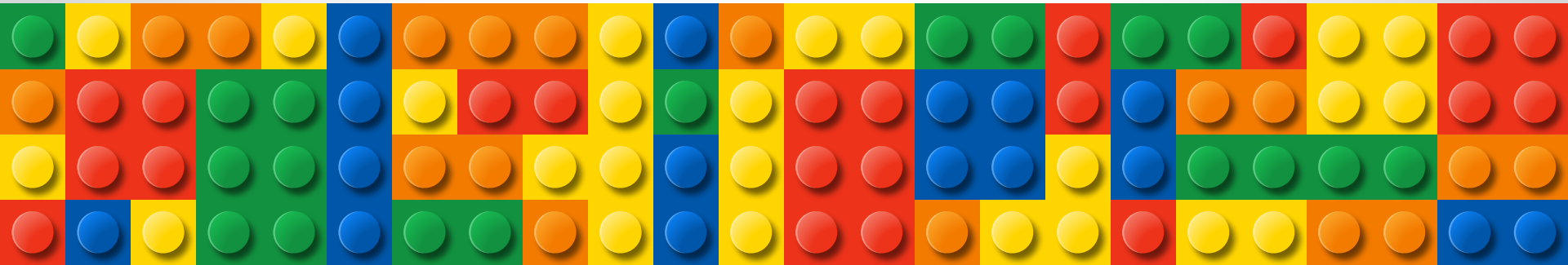


Kemper County Upper Elementary School

4th Grade Team



Tasmein Dixon, ELA/Social Studies
Victoria Moore, Math/Science
Ashley Trosclair, ELA/Social Studies
Roxie Little, Math/Science
Suzanne Dean, ELA/Social Studies
LaDaisha Grace, Math/Science



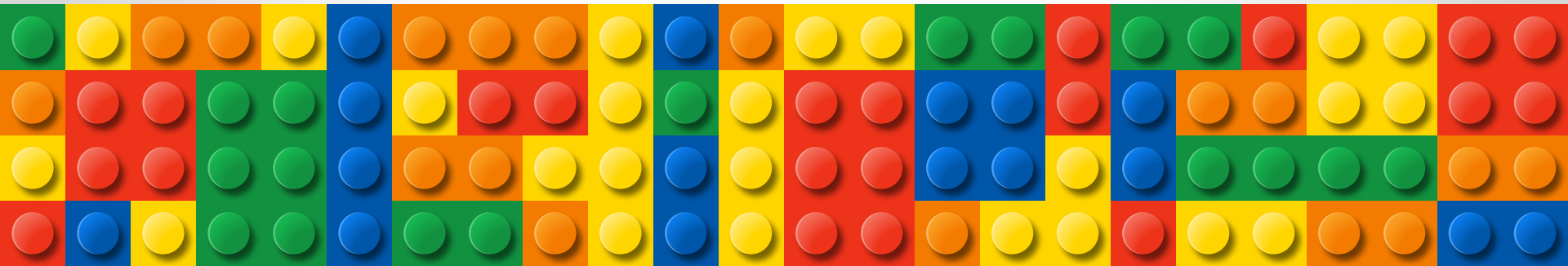
Kemper County Upper Elementary School

5th Grade Team

Anglee Coley, ELA

Elitra Hudson, Math

Gail Powell, Science/Social Studies



Kemper County Upper Elementary School

6th Grade Team

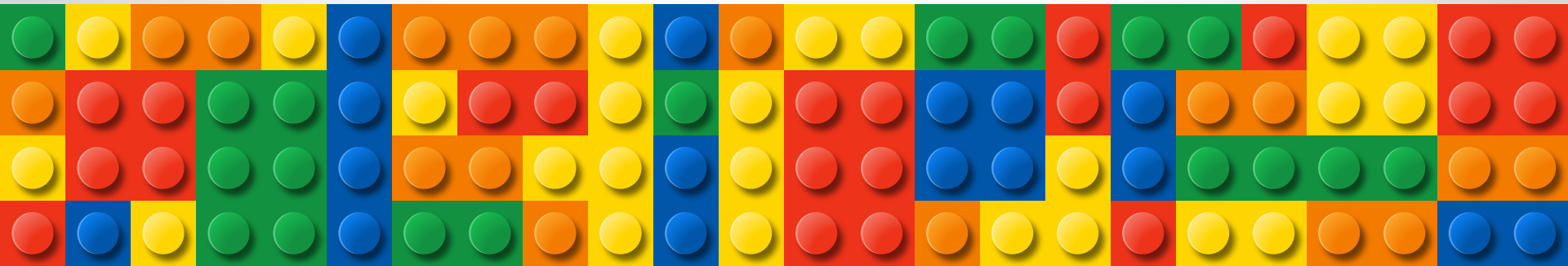


Shalanda Hathorne, ELA/Social Studies

Roshanda Nash, Math/Science

Christina Briggs, ELA/Social Studies

LaShonna Thurman, Math/Science



Kemper County Upper Elementary School Exceptional Education

Aleatrice Poe, 5th-8th Self-Contained

Antoinette Cherry, 5th-8th Self-Contained

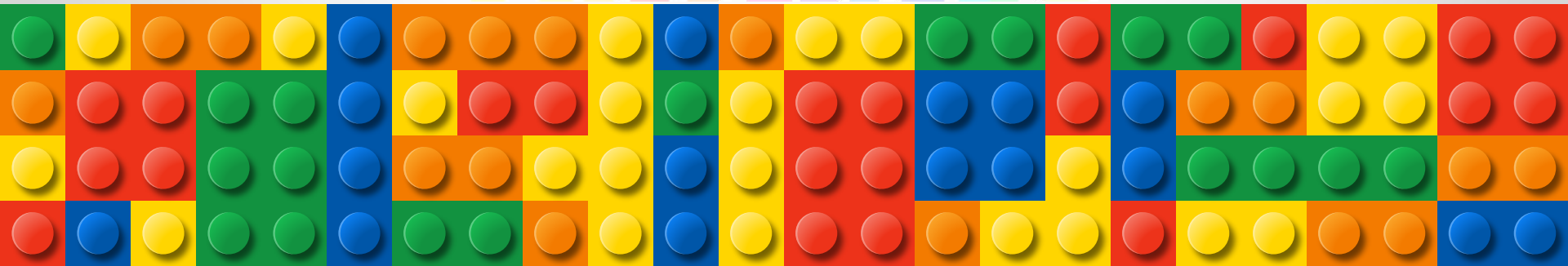
Karethia Oliver, Inclusion

Laketa Glenn, Inclusion

Ann Adams, Talented and Gifted (T.A.G.)

Jenny Evans, Speech/Language

Darlene Cheatham, Speech/Language



Kemper County Upper Elementary School

Support Staff

Wanda Rush, Computer Lab

Janet Boyd, Computer Lab

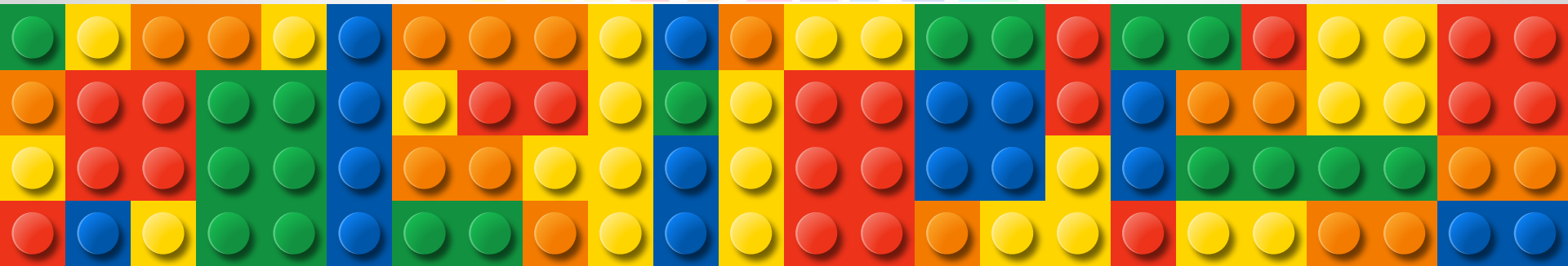
Hunter Calvert, STEAM

Andrew Powell, P. E./Health

Jonathan Jones, P. E./Health

Charlotte Files, Library-Media Specialist

Contina McDonald, Music

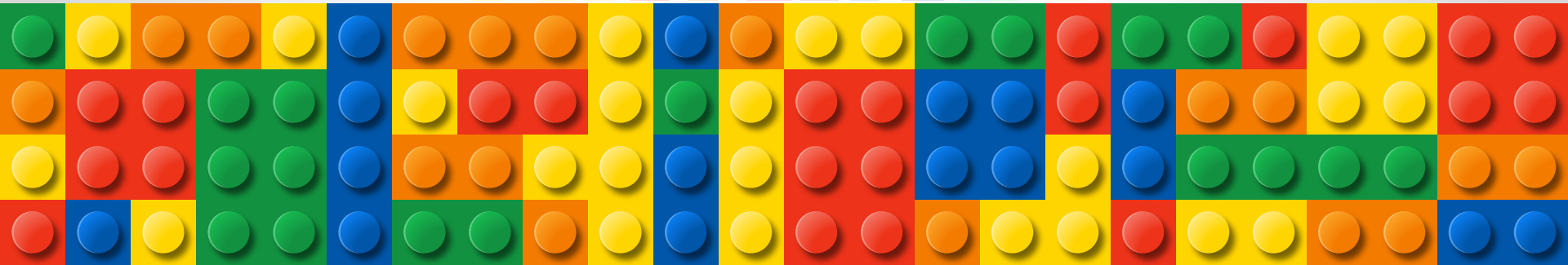


Kemper County Upper Elementary School Support Staff

Jwuan Jones, In-School Suspension

Kandria Green, School Nurse

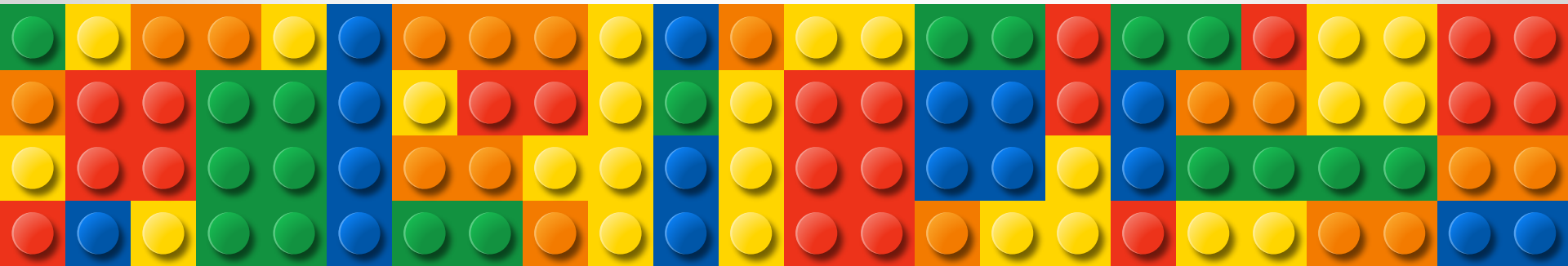
Rodrick Miller, School Security Officer



Kemper County Upper Elementary School Building & Grounds



Mary Scott
Herbert Clemons
Willie Hooks



Goals for Reopening

- Make the learning experience exceptional for all KCUES students and faculty & staff
- Build a plan that provides flexibility, adaptability and options for our students, faculty/staff and our school
- Keep our students, faculty/staff and community safe and healthy
- Engage our parents and community as partners to the overall learning experience of our students



KCUES will be...

- Courageous in our thinking.
- Prioritize human interaction and personal relationships.
- Utilize today's technology to remove barriers and create efficiencies.
- Prioritize and keep the best aspects of our traditional instructional model (i.e. structure, relationships, and support)
- Raise the level of expectations for students while giving them a stronger sense of ownership in their learning, build in flexibility in their daily schedule and emphasize and encourage a growth mindset in all that we do.
- Maximize the time in face-to-face settings with a strong emphasis on active learning activities.

Re-Opening Traditional Model

Traditional Model Explained:

(Pre-K, Grade 4 & 5)

- Requires students to be physically present in school with scheduling modifications to follow CDC and MSDH recommendations.
- Daily screening protocols
- Transportation adjustments
- Routine disinfectant protocols
- Consider keeping students static and moving teachers to limit interactions and assist with contact tracing
- Create a plan for serving students and adjusting duties for staff who cannot return to the building due to health issues
- Limit student movement and restrict gatherings in buildings to achieve social distancing guidelines



KCUES Traditional Instructional Plan

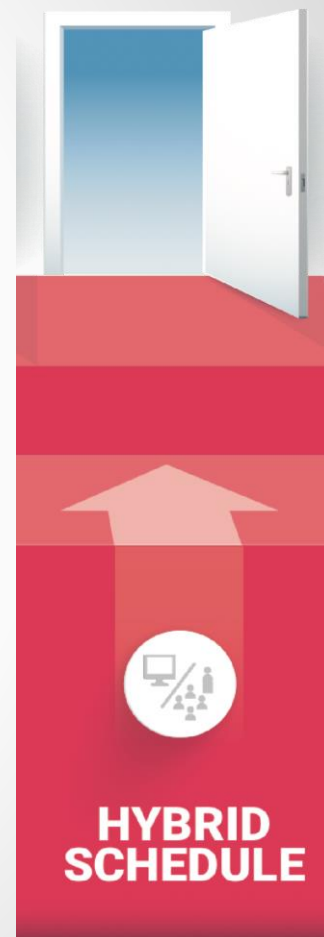
- The entire student population of PreK, 4th grade, and 5th grade students will report to school Monday through Thursday from 8:00 a.m. to 2:30 p.m.
- On Friday, this population of students will participate in virtual learning and/or paper packet assignments administered by teachers.
- Pre-K, 4th, and 5th grade students who enroll in virtual learning will be responsible for **the SAME** requirements that apply to students enrolled via face-to-face instruction.



Re-Opening Hybrid Model

Hybrid Model Explained: (Grade 6)

- Combines online and face-to-face instruction for students. Online instruction must meet distance learning requirements.
- A/B Days: student population is divided in half, with each half reporting to school on alternating days and participating in distance learning during days scheduled at home.



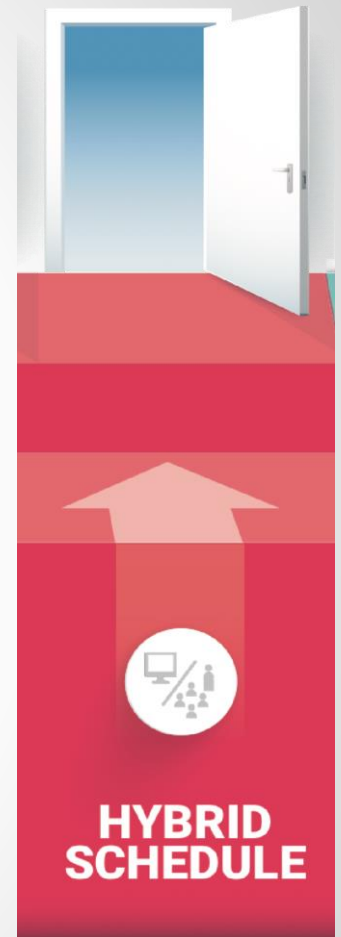
KCUES Hybrid Instructional Plan

Rotation #1

- First half of the student population of 6th grade students (Group A) will report to school on Monday and Wednesday from 8:00 a.m. to 2:30 p.m.
- On Tuesday, Thursday, and Friday, this population of students will participate in virtual learning and/or paper packet assignments administered by teachers.

Rotation #2

- Second half of the student population of 6th grade students (Group B) will report to school on Tuesday and Thursday from 8:00 a.m. to 2:30 p.m.
- On Monday, Wednesday, and Friday, this population of students will participate in virtual learning and/or paper packet assignments administered by teachers.



* Sixth grade students who enroll in virtual learning will be responsible for the SAME requirements that apply to students enrolled via face-to-face instruction.



Deep Cleaning/Sanitation Days

Fridays will serve as a day for deep cleaning and sanitation.

Fridays will also be used for tutorials, special populations, professional development, and teacher planning/preparation.



Tentative Re-Entry Calendar (Aug.-Dec.)

August 3	All Faculty/Staff Return
August 3-7	District-/School-Wide PD
August 10	Virtual Lessons Begin for ALL students
August 27	Face-to-Face Instruction Begins
September 7	Labor Day Break
September 8	School Resumes
November 23-27	Thanksgiving Break
November 30	School resumes
December 21-Jan 8	Christmas Break
January 11	School Resumes



For Staff:

- School will start on Monday, August 3, 2020 for all staff at their respective campuses, which will include professional development and training on safety and sanitation procedures.
- On Thursday, August 6, 2020 and Friday, August 7, 2020, we will have an open house/mock school day for parents, students, and the general public to witness our plans, processes, and procedures for what the school day will look like.

For Students/Parents:

1. **Online** – School will start on Monday, August 10, 2020 for all students, PreK-12, via our Distance Learning platform. Instructional packets (paper copy) will be made available to any student who does not have internet access.
2. **Face-to-Face Learning** – Physical Classroom Learning will start on Monday, August 27, 2020 for all students, PreK-12. Parents will have the option to choose Face-to-Face Learning or continue with online Distance Learning platform. ***At the end of the 1st Nine Weeks***, parents may review their decisions and switch learning platforms.
3. **Registration** – No later than Friday, July 24, 2020, all students new to a school or have had an address change since last year are required to bring two (2) proofs of residence in-person to their respective schools to complete the requirements for registration.

For Students/Parents:

1. School Days

- PreK-5th Grade will have Face-to-Face Learning four days per week (Monday-Thursday)
- 6th-12th Grade will have Face-to-Face learning two days per week and online Distance Learning two days per week. Students will be classified either by Group A or Group B schedule, which will denote the actual days for Face-to-Face learning.

2. School Times

- Kemper County Lower Elementary (PreK-3rd Grade) – start time is 8:00 a.m.; end time is 2:00 p.m.
- Kemper County Upper Elementary (4th-6th Grade & PreK) – start time is 8:00 a.m.; end time is 2:30 p.m.
- Kemper County Middle and High School (7th-12th Grade) – start time is 8:00 a.m.; end time is 2:45 p.m.

For Students/Parents:

3. Transportation

- Parents are encouraged to bring their children to school, but transportation will be provided should this not be an option.
- To promote safety, all students will have their temperature checked prior to boarding the buses.
- Social distancing and face masks will be required while on the buses. Also, all buses will have a bus monitor (personnel) to ensure safety protocols are followed.
- Bus cleaning and sanitation procedures will be strictly followed according to the CDC guidelines.

4. Safety Protocols

- Screening for COVID-19 symptoms is mandatory every day for all staff, students, parents, and visitors prior to entering our buildings.
- Personal Protective Equipment (PPE - face masks and face shields) will be required if less than 6 feet apart. PPE will be provided for all staff and students.
- Classroom sizes will be restructured to promote social distancing and safety guidelines by the CDC.
- Daily cleaning of classrooms, building, offices, buses, and high touch point areas will be strictly followed according to CDC guidelines.

Daily Operation Schedule

7:15 a.m.	All Faculty/Staff Arrives
7:30 a.m.	Student Arrival Begins
8:00 a.m.	Class Begins
2:30 p.m.	Car-Rider Dismissal Time
3:00 p.m.	Bus-Rider Dismissal Time

*Students arriving after 8:00 a.m. will be considered tardy

*Check-Ins and Check-Outs will be conducted via Drive-In services only! (See Check-In/Check-Out slide)

Food Services Operation Schedule

- Grab-N-Go Breakfast will be available for all students upon arrival.
- Lunch Schedule
 - 10:30 - 11:00 a.m. PreK & Exceptional Education
 - 11:10 - 11:40 a.m. 4th Grade
 - 11:50 - 12:20 p.m. 5th Grade
 - 12:30 - 1:00 p.m. 6th Grade
- Grab-N-Meals will also be available for students participating in virtual learning.

* An increment of 10 minutes is scheduled between each class for cleaning and sanitation.

Student Check-In/Check-Out Procedure

The allowance of visitors entering the building will be kept to a minimum.

Only essential visits will be allowed.

Check-In/Check-Out Services will be conducted via
Drive-In Procedure ONLY

Drive-In Procedure

Parent/guardian must drive-in to entrance gate near the cafeteria, call in to the front office, and wait for a school employee designee to come out for them to check-in/check-out. To check-in/check-out, the parent/guardian must sign the log book before releasing/retrieving their child.

The gate near the cafeteria will close at 2:00 p.m. After 2:00 p.m., parents/guardians will have to use the car-rider zone gate.

Daily Screening Protocol

Time of Day	Protocol
Staff Arrival 7:15 a.m.	<ul style="list-style-type: none">• All staff will report to work by 7:15 a.m.• All staff will be required to have on a mask upon entering the campus• All staff will have temperature checked upon arrival; if temperature exceeds 100.4, he/she will be asked to exit the campus• All staff will clock in upon arrival• Hand sanitizer will available near time clock• All staff will report to designated rooms/spaces to ensure area is ready to receive students
Morning Duty 7:30 a.m.	<ul style="list-style-type: none">• A morning duty schedule will be distributed to all staff• Staff who are on duty will be on post at 7:30 a.m. (w/mask on)• Car-Rider zone duty persons will check students' temperatures as they arrive• Only one student at a time will be allowed out of vehicles• Students must have on a mask when exiting their vehicle• Bus-Rider zone duty persons will check students' temperatures as they arrive• Only one student at a time will exit the bus• Students must have on a mask when exiting the school bus• Grab-N-Go breakfast will be distributed via curb side service• Students will report directly to their homerooms

Daily Screening Protocol

Time of Day	Protocol
Throughout the School Day	<ul style="list-style-type: none">• All essential visitors will be required to have a temperature check upon entering the building• If temperature exceeds 100.4, the visitor will not be allowed to enter the building• All visitors will be required to wear a mask
Afternoon Duty 2:15 p.m. (Car-Riders) 3:00 p.m. (Bus-Riders)	<ul style="list-style-type: none">• Students must have on a mask when reporting to the car rider zone• Students will practice social distancing while at the car rider zone• Students must have on a mask when reporting to the bus loading zone• Students will be dismissed for buses by grade-level to prevent a large gathering• Students will practice social distancing while loading the buses
Afterschool Tutorial 3:15 – 5:15 p.m.	<ul style="list-style-type: none">• In the event of after-school tutorial, the same screening protocols will apply to staff and students who remain after school.• Tutorial staff will make sure classrooms are sanitized before and after tutoring

Social Distancing Plan

- Signage will be used as visual reminders for all faculty, staff, students, and visitors to remain six feet apart
- Masks must be worn when six feet of social distancing is not possible
- Adherence to classroom capacity will be practiced

Cleaning Plan

Area	Protocol
Classrooms	<ul style="list-style-type: none">• Classrooms will be cleaned and disinfected before students arrive and after they leave• On Wednesdays and Fridays, a more deep cleaning will occur• All classrooms will be equipped with a hand sanitizer station, paper towels/wipes, and cleaning solution• Door knobs will be wiped down throughout the day as students/staff enter and exit• Desks will be wiped down before eating breakfast
Restrooms	<ul style="list-style-type: none">• Restrooms will be cleaned and disinfected at the beginning and end of each day• Restrooms will be cleaned after each class's use• Restroom door knobs and handles will be wiped down frequently(hourly) throughout the day
High-Traffic/Common Areas	<ul style="list-style-type: none">• High traffic areas include, but are not limited to, hallways, labs, gymnasium, library, etc.• These areas will be cleaned and sanitized daily by the teacher after each use by the teacher• A deeper cleaning of these areas will be conducted on Friday's



Uniform Policy

KCSD SCHOOL UNIFORM POLICY

The following applies to male and female students.

Slacks

Color: Khaki or Navy Blue

Style: Full length with or without cuffs; pleated or plain front; must have belt loops (NO sweat pants or cargo pockets) (Belt loops not required for KCLE)

Wear: Must be at or just above the natural waistline with appropriate belt (see below) and belt must be fastened. No hip huggers or leggings. NO sagging.

Shorts

Same rules applicable to slacks, but in addition must adhere to the following: Length will be such that when measured, the shorts are no more than four (4) inches above the knee. No cargo pockets or cropped pants.

Capri Pants

Same rules applicable to slacks

Skirts

Same rules applicable to slacks in reference to color, with the exception being that skirts are not required to have belt loops. Length will be such that when measured, the skirt is no more than four (4) inches above the knee.

Shirts

Color: Solid color Gold, Royal Blue, Navy Blue, or White

Style: Collared with two (2) or more buttons. Must be worn completely tucked into slacks, skirts, or shorts

***Shirts with Kemper County logo and/or school organizations can be worn

Undershirts

Color: White

Style: Plain, crew neck, with or without pocket. No striping, ribbing, or commercial/school/organizational logos.

Wear: Not to be worn as the outer garment; can only be worn beneath the authorized uniform shirt as described above.

Belts

Color: Black, Brown, or Khaki

Style: Leather or canvas/web type with metal or leather buckle.

Wear: Must be worn snugly in all slacks and shorts making sure it is not excessive in length and placed through all belt loops.

Shoes

Sandals, open-toe shoes, open heeled shoes, house shoes, or slippers are NOT allowed. All shoes, with the exception of loafers, must have laces and laces must be tied. In addition, if shoes are designed with Velcro fasteners, they must be fastened.

Coats/Jackets/Sweaters

No specific guidance is mandated for the wear of these items.

However, these are outer wear garments and when worn does not relieve the individual from the responsibility to maintain the required uniform underneath these outer garments.

4th, 5th, & 6th Grade Supply List

- ☐ Binder (1 ½ inch; Three-Ring)
- ☐ Dividers
- ☐ Notebook Paper
- ☐ Pencils
- ☐ Ruler
- ☐ Protractor
- ☐ Scissors
- ☐ Glue Stick
- ☐ Individual Pencil Sharpener
- ☐ Color Pencils
- ☐ Highlighter
- ☐ Markers
- ☐ Crayons
- ☐ Pencil Bag/Box
- ☐ Calculator- *6th Grade Only*
- ☐ Face Mask
- ☐ Face Shield
- ☐ Water Bottle (*w/top*)



*** This list applies to all grades except PreK.**

*** Students can bring their own book bag, lunch box, and/or purse.**

*** Students will be supplied with one face mask and face shield but extras will be at the discretion and responsibility of the parent/guardian.**

PreK Supply List

- ☐ 1 Primary Tablet
- ☐ 4 Jumbo Pencils
- ☐ 3 Pocket folders with prongs
- ☐ 1 Crayon box
- ☐ 1 Jumbo eraser
- ☐ 1 Pair of Fisker scissors
- ☐ 2 Jumbo glue sticks
- ☐ 1 Sleeping mat
- ☐ 1 Mat cover
- ☐ 1 Pair of changing clothes



*** Students can bring their own book bag and/or lunch box.**

*** Students will be supplied with one face mask and face shield but extras will be at the discretion and responsibility of the parent/guardian.**

Frequently Asked Questions (FAQs)

- Is the school prepared with enough cleaning supplies to ensure every school is cleaned properly?

Yes, the district will ensure an ample amount of cleaning and sanitation products and services are available.

- What if I do not have a mask for my child(ren)?

A mask is required for all students. The district will provide each student with a mask and a shield.

- If I choose face-to-face instruction, will my child be able to attend school on the same day as his/her siblings?

Yes. The administrative team will collaborate with the middle- and high-school team to ensure siblings in grades 6 – 12 are scheduled for the same hybrid days.

Frequently Asked Questions (FAQs)

- If I choose virtual learning, will the school provide my child with an electronic device?

Parents of students who choose virtual learning will be responsible for making sure their child(ren) have an electronic device.

- If I choose virtual learning, will my child(ren) be marked absent if they do not log in with the teacher.

Yes. Even though students are learning on a virtual platform, they must log-in to participate with the teacher in order to be counted present.

- Can my child wear an EKE or WKE school spirit t-shirt?

Yes. Students can wear a school spirit t-shirt with the former EKE or WKE school names.

A decorative border made of colorful LEGO bricks in red, yellow, green, and blue, surrounding the central text area.

Everything is AWESOME at

Kemper County Upper Elementary School

*“Don’t worry about what others are
doing, you must embrace what is
special about you!”
- LEGO Movie*

June 26, 2020

KCUES ~ Building Tomorrow’s Future, One Student at a Time!

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