



February 15, 2021

ICMS Parents, Guardians, and Community Members,

Exciting news! We are in our 2nd week of ORANGE and making progress in decreasing COVID-19 numbers. We will be in the building in a hybrid fashion next week if we continue to be ORANGE next Friday. With this in mind, we thought it best to remind you of our Return to Learn Plan.

When Orange, the plan for moving to hybrid learning is as follows:  
(We have already made it through the **bolded** parts)

- **First week we are in Orange Level - I will email you and let you know we are at Orange.**
- **Second week we are in Orange Level - I will email you that if we are Orange Level the following week, we will come back the Monday following the 3rd Orange Level release.**
- Third week we are in Orange Level, I will email that we are coming back to the building in a hybrid fashion that coming Monday.

Hybrid means half our students (the Patriots group), whose families choose to have them in the building, will be in the building for two days. The other half of our student population (the RISE group) will come two different days. The odd day will be used for deep cleaning of the building, teachers meetings, planning, and grading.

For those who are not comfortable with their student being back in the building even at a reduced number of students, the semester long Edgenuity option is still available. Please email [frontoffice@icmsokc.com](mailto:frontoffice@icmsokc.com) if you would like your student to move to the completely online Edgenuity option should we transition to hybrid.

After working with our plans for COVID-19, and learning from what other districts have done successfully, we have come up with alternative ways to move forward with school for our students, faculty, and staff. With that in mind, we have an updated policy to share with you.

### **Guiding principles:**

In order to ensure the continued well being of all our students and employees, the following guiding principles have been put in place:

1. Employee and Student Safety Measures
2. Input From School and Community Members
3. Following Health Guidelines
4. Support for Families
5. Equitable Access to Instruction

### **Safety measures:**

- Students will have their temperature taken (must be below 100.4) and attestation questions answered **prior to them exiting their vehicle** to enter the school building; therefore, parents **MUST NOT** drop students off at school prior to 7:30.
- Students and Staff **MUST** report if they have had close contact with a person who tested positive for COVID-19 OR if they have COVID-19 themselves.
- Ion machine for HVAC to “deactivate” viruses has been installed.
- Masks or face shields will be required at all times for everyone in the building except for PE. Refusal to comply with this will result in the student being sent home for the day.
- Plexiglass dividers will be set up for cafeteria tables. Tables will be limited to four students per table.
- Numerous hand sanitizer stations have been placed around the building.
- Students will be required to mask up when exiting the cafeteria to the courtyard.
- Students will maintain a 6 foot distance from others within the classroom.
- Water fountains will be closed. Students are encouraged to bring their own water bottle to school.
- Sports will follow the guidelines set forth by OSSAA and the ICMS governance board.
  - Athletics will resume with the return of students to the building.
  - Guidelines will be emailed by Ms. Kime at a later date.

### **Classroom / Curriculum:**

- Flipped classroom
  - Three days a week students will access instructional videos and/or materials in the teachers’ Google Classrooms; however, Google Meets will no longer occur.
  - Two days a week students will practice content with teachers at school and in person.
- Students will come to school in either the Patriots or the RISE group:
  - Patriots will be in the building Monday and Tuesday.
  - RISE will be in the building Thursday and Friday.

- Wednesdays will be for deep-cleaning, meetings with students, meetings as staff, grading, etc.
- Students have been divided by last name alphabetically; however, **households and carpool groups will be kept together** Please email [frontoffice@icmsokc.com](mailto:frontoffice@icmsokc.com) if we need to make an adjustment for your household based on this information.
  - 6th Grade: PATRIOTS (M/T)    A-K  
                  RISE (Th/F)            L-W
  - 7th Grade: PATRIOTS (M/T)    A-H  
                  RISE (Th/F)            J-W
  - 8th Grade: PATRIOTS (M/T)    A-L  
                  RISE (Th/F)            M-W

**Students:**

- **Will not be allowed to enter the building prior to 7:30am.**
- Temperatures will be taken and COVID-19 attestation questions answered each morning **before the student exits the car.**
- Students will get their breakfast (if they are eating it) and take their food to their first block classroom.
- Will wear masks/face shields except when eating or given permission for a mask break.
- Must attend in person learning in **complete ICMS uniform**. See the [student handbook](#) online at for more information.
- Use the hand sanitizer provided in each classroom.
- Wash hands with soap and water regularly.
- Stay 6ft apart from other people (kids and adults) at all times.
- Walk on the right-hand side of the halls one arm length apart from anyone else.
- Respect plexiglass barriers.
- Stay out of the taped off teacher area in the classrooms.
- Sit in your assigned seat in each classroom.
- **Backpacks will be allowed** to be kept with the student throughout the day; however, students will be required to keep their backpacks under their desks.
- Are expected to have **their own personal supplies** (pens, pencil, paper, etc.). **No shared supplies will be available.**
- Phones will be turned off and put away in backpacks during school hours.
- Must wear a mask or face shield before exiting the cafeteria to the courtyard at lunch.
- Come to school with their Chromebook fully charged.
- Bring a water bottle; water fountains will be closed.

**Visitors:**

Will be kept to a minimum. Should a visitor need to come to the building, they will have to submit to a temperature check and the attestation questions, wear a mask, and follow all protocols in place.

### **Updates on Covid policies and after school pick up:**

If a student or teacher begins exhibiting symptoms of COVID-19 during the school day, he or she will be sent home immediately, pending a test result OR 10 days quarantine. If the test comes back negative, the person may return\* to school.

If a student or teacher is determined to have been in close contact with someone who has a confirmed case of COVID-19, he or she will be required to quarantine for a period of 7 days, and then test OR quarantine for another 10 days (quarantine for a total of 17 days).

- If after the additional 10-day quarantine period, the teacher/student shows no symptoms of COVID-19, he or she may return\* to school.
- If one chooses to test, the test should be administered once symptoms begin OR 7 days after close contact. A negative result means they may return\* to school.
- If a positive test is obtained, they must be isolated for 10 days, and return\* only when symptom free for 24 hours after the 10 days.

If a student or teacher has a confirmed case of COVID-19, he or she will be isolated immediately, sent home for a minimum of 10 days, and will be required to be symptom free for 24 hours before returning\* to school. In addition, the areas in the building the teacher/student was in for longer than 15 minutes will be sanitized ASAP.

An individual exposed to a household member with COVID must quarantine for 14 days from the date of last exposure. If the exposure is from an infected household member and the person is not able to isolate away from the other household members, the date of the last exposure will be the last day of the infected person's isolation period. In this scenario, the quarantine period for the household member will begin on the last day of the infected person's isolation period. **Please notify Mrs. Gresham in the front office if your household has any confirmed case of COVID-19. She will further assist you with the quarantine time frame.**

**\*If a student has been sent home, quarantined, or isolated due in any way to COVID-19, parents/guardians MUST call Mrs. Gresham in the front office prior to returning to school.**

### **Dismissal will be as follows:**

- 8th grade will release at 2:50, and they will be picked up on the North side of the school, in the circle drive.
- 7th grade will release at 2:55, and they will be picked up outside the gym on the south side of the school.
- 6th grade will release at 3:00, and they will be picked up in front of the school on the west side of the building.

### **Cell Phones:**

Students may carry their cell phones with them, but they must be turned off and put in their backpacks during school hours. If a phone is seen in class, the phone will be taken and sent to the office, and a parent will need to come pick the phone up.

**Behavior:**

Due to the issue of social distancing, we are unable to have students in the office for In-School Suspensions (ISS) this year. If a student exhibits a behavior which would normally warrant ISS, the student will be sent home to serve the ISS time. On the students behavior record, the discipline action will be recorded as ISS even though it had to be served at home.

**COVID-19 Protocols for ICMS 2020-2021**

	<b>Green</b> ( <1.43 )	<b>Yellow</b> ( 1.43-14.2 )	<b>Orange</b> ( 14.2-50 )	<b>Red</b> ( >50 )
<b>Teachers/Office Staff</b>	Will work at school with <b>mandatory</b> COVID-19 protocols in place.	Will work at school with <b>mandatory</b> COVID-19 protocols in place.		All required to work from home
<b>Students</b>	All students in the building with <b>mandatory</b> COVID-19 protocols in place.	Hybrid Learning: ½ of the student population in the building M/T; the other ½ Th/F.  <b>Mandatory</b> COVID-19 protocols in place.  Students utilize Google Classroom to access assignments on the 3 days they are not in the building to complete work.		Virtual Learning for traditional students using Google Meets & Google Classroom

Stay Safe and Well!

Amanda Mann  
Superintendent/Principal