

J. Sterling Morton High School District 201 2020-2021 School Year Operations

Food Service

The following plan outlines meal distribution for students and families. This distribution plan has been approved by the U.S. Department of Agriculture or USDA.

During remote learning:

- Meal pick-ups will be available between 10:30am - 12:30pm.
 - Additional times at the schools are being considered, such as early morning.
- Students will pick up a breakfast and a lunch.
- Regular meal pricing will resume on August 19, 2020. Families should complete free/reduced meal applications as soon as possible.
- Schools are identifying additional sites in the community for meal pickups. Further information will be provided as it becomes available.

During hybrid learning:

- Students attending school for the AM session of school will be able to pick up lunch and dinner for the current day and breakfast for the following day upon dismissal of school.
- Students attending school for the PM session of school will be able to pick up dinner for the current day and breakfast and lunch for the following day upon dismissal of school.
- Grab & Go meals will be served for both breakfast and lunch.
- Each building will design their own unique meal distribution plan for their location in conjunction with the District Food Services Team

Transportation

The school district will continue to provide transportation services for students who typically receive them per their Individual Education Plans (IEPs) and/or 504 Medical Plans. The special education department will communicate specific plans for each student. To the extent possible, social distancing will be observed on all school buses, vans or other forms of transportation as designated by the transportation providers. **All individuals onboard school buses (students, staff, and supervisors) will be required to properly wear a nose and mouth covering, at all times,** unless they have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the face covering without assistance. A doctor's note is required for individuals who are not able to wear a face cover for medical reasons. This requirement is subject to change as IDPH/ISBE guidelines evolve. Drivers and monitors may use face shields in lieu of masks.

Communications

The purpose of our communication plan is to keep families and stakeholders informed of the current phase of the Restore Illinois Plan and how that relates to the return to school in the fall. Our current communications will follow these items:

- **External Website** - A district web page will convey remote and hybrid learning plans, implementation, and supports for families and students. Content will include high-value topics: school schedules, curriculum resources, student expectations, tech support, meal distribution, mental health, special education, FAQs, and community resources.
- **E-Newsletters** - A regularly scheduled E-newsletter which provides critical updates and information for all stakeholders. Specific information for each learning mode will be highlighted as needed.
- **Videography** - Produce high quality visual storytelling for all audiences. YouTube, Instagram TV, and potentially new broadcast outlets will serve as content distribution platforms.
- **Social Media** - Maximize the use of our three district social media channels(Facebook, Twitter, Instagram) to provide content that encourages interaction and participation with external audiences. A key tool to engage students and staff to share learning experiences with a wider audience.
- **Voice & Text** - The district and all schools provide important updates and crisis alerts in multiple languages utilizing the Blackboard Messenger broadcast platform. With the potential for fluctuating schedules and plans in the hybrid model, these immediate contact tools become increasingly important.



- **Campus Signage** – Using school marquees and posting signage at strategic locations outside the buildings, the district will post important messages and reminders for families and the community.

Family Engagement

- Family engagement initiatives create opportunities, programs, and resources for families to partner with their student's school, connect to educational progress, and engage in aspects of learning with their student. Engaged families have a direct impact on learning outcomes, and are especially critical for the success of remote learning.
- Whether school is in session traditionally, remotely or a combination of the two, the Community Outreach Department will create specific messages and products to support the learning and information needs of families through the District website and social media channels, district and school newsletters, direct mail, webinars.

Internal Communications

The superintendent and Human Resources department will provide crisis and regular updates to Morton employees via multiple channels including internal website, email, newsletters, dedicated social media channels, video, face-to-face, or virtual meetings.

Facilities

All custodial/maintenance staff will be trained on the return to school guidelines, where applicable. These procedures will include extra sanitation efforts using certified EPA products in both low/high contact areas including:

- Desktops
- Door handles
- Countertops
- Handrails
- Light switches
- Drinking fountains
- Restroom fixtures

Building custodians and cleaning personnel will conduct daily cleaning and disinfection. An EPA approved cleaner will be used for disinfection along with our standard cleaning protocols. All frequently touched surfaces (e.g., door handles/knobs, desktops/tabletops, countertops, light switches, pencil sharpeners, computer keyboards, hands-on learning items, phones, sinks, and faucets) will be cleaned on a regular basis. Restrooms, hallways, cafeterias, and common areas will be cleaned throughout the day. Building and Grounds may be adjusting personnel schedules to meet the return to school needs. Cleaning schedules will be created and implemented for all facilities and equipment. Extra sanitation efforts will occur during in-class learning which will address high traffic/common areas.

- Hallways
- Stairwells
- Foyers
- Entry ways
- Restrooms
- Main offices

During the daily scheduled cleaning and transition time a detailed sanitation will occur throughout the facility with extensive deep cleaning of restrooms and other common areas. Our custodial staff will support food service operations with trash collecting and sanitation of food service areas. Sanitation, hygiene, and PPE supplies have been purchased and stockpiled for employee access. All supply requests will use the requisition procedure to order masks, sanitizer, gloves, and thermometers from the warehouse inventory. Signage for handwashing, physical distancing and face coverings will be made available through request from building administration. Physical distancing markings within classrooms will be done by designated building personnel.

