


New Castle Community School Corporation Re-Entry Plan

	Re-Entry Plan August 2020
<p data-bbox="134 383 342 407">Health Protocol</p> 	<p data-bbox="415 383 2074 459">This document is subject to change according to the guidance and recommendations by the Henry County & State Health Department, Department of Education, and Governor's Office.</p> <p data-bbox="407 505 2074 672">Special thanks: This re-entry plan was created through consideration of guidance from Governor Holcomb's Office, the Indiana State Health Department, Department of Education, Indiana High School Athletic Association, and through collaboration with the Henry County Health Department, Henry County Superintendents, the New Castle Teachers Association, New Castle Corporation Parents, the New Castle COVID-19 Health Committee members, and many other partners involved in educating our students. We are grateful to all contributors for their time and collaboration.</p> <p data-bbox="407 721 663 745">General Information:</p> <ul data-bbox="457 833 2074 1109" style="list-style-type: none">● August 5,6,&7 will be Teacher Training Days● <u>August 10th will now be the first day of school for students.</u> January 4th, February 15th and May 28th will now be regular student learning days in class.● New Elementary School student hours: 8:00-2:00● New Middle School student hours: 8:05-2:37● New High School student hours: 8:00-2:32● For parents who would prefer for their child to have a virtual learning experience, we invite you review and sign up for our virtual academy. Please visit our web site to complete a request form.

New Castle Community School Corporation Re-Entry Plan

All Staff will complete a 61 minute Safe Schools COVID-19 Educational Training Video prior to August 10, 2020

Students and employees will be trained to recognize the following COVID-19-related symptoms:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Parents are to complete a [Daily Student Screening](#) (found on our corporation website) before sending students to school each day.

COVID-19 Exclusions From School

The Henry County Health Department will participate in the evaluation and work status of corporation staff.

Students and employees will be excluded from school if they test positive for COVID-19 and may be excluded from school if they exhibit one or more of the symptoms of COVID-19 that are not otherwise explained.

Students will be excluded from school and will self-quarantine for 14 calendar days if they, or someone in their household:

- have/has COVID-19 symptoms that are not otherwise explained; or
- are/is being tested for COVID-19; or
- have/has tested positive for COVID-19.

Students will be excluded from school if they have had close contact with a person with a suspected or confirmed case of COVID-19.

Return to School After COVID-19 Exclusion

Once a student or employee is excluded from the school environment, they may return if they satisfy the “return” recommendations of the CDC. New Castle Schools uses the symptom-based strategy as defined by CDC guidelines for returning to school/work after testing positive for COVID-19. Due to the high rate of false negative Covid 19 test results, those that are symptomatic but have not been tested or tested

New Castle Community School Corporation Re-Entry Plan

negative will also use the **symptom-based strategy** CDC guidelines unless given a written release signed by their health care provider.

Untested/Tested Negative - Symptomatic (Persons who are symptomatic but have not been tested, or have tested negative)

Exclude from the school environment **until**:

- Employees: At least 24 hours have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath);
- Students: at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and
- At least 10 calendar days have passed *since symptoms first appeared*; and
- The student/employee returning must wear a mask at all times for 5 days upon their return.

2. Tested and awaiting results - Students and employees who have been tested for COVID-19 and are awaiting results, may not attend school/work until the “negative” results have been returned.

3. Tested Positive - Symptomatic (Persons who experienced symptoms and test positive for COVID-19)

Exclude from the school environment **until**:

- The individual no longer has a fever (**without the use of fever-reducing medicines**); and
- Other symptoms have improved; and
- At least 10 calendar days have passed since symptoms first appeared; or
- The individual has been released by a healthcare provider
- Upon return, the individual must wear a mask to school/work for 5 days.

4. Tested Positive - Asymptomatic (Persons who have not had symptoms but test positive for COVID-19)

Exclude from the school environment **until**:

- The individual has gone 10 calendar days past the test without symptoms; or
- The individual has been released by a healthcare provider
- Upon return, the individual must wear a mask to school/work for 5 days.

Impact on School Operations resulting from Positive Tests

- New Castle Schools will collaborate with the Henry County Health Department regarding protocols for mitigation strategies when students/staff test positive for COVID-19.
- School RN and or Henry County Health Department will notify students/employees considered high risk due to COVID-19 exposure
- Superintendent will notify parents in the event of a school closure

New Castle Community School Corporation Re-Entry Plan

Self-Screening

- Self-screening will be required of students and employees before coming to school each day (this includes taking temperature daily before leaving for school). Please see the [Daily Student Screening](#) on our Corporation Website.
- Students and employees exhibiting symptoms of COVID-19 without being otherwise explained are prohibited from coming to school and will be sent home immediately if they are at school.
- Students and employees will self-quarantine and remain home if someone in their household has COVID-19 symptoms that are not otherwise explained, is being tested for COVID-19, or has tested positive for COVID-19.
- Communication will be provided to parents about the symptoms of COVID-19.
- Professional development will be provided to employees regarding the recognition of COVID-19 symptoms and screening.

Medical Inquiries

- If a parent tells the district/school that a student is ill, the district/school may ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- If a person is obviously ill, the district/school may make additional inquiries and may exclude the person from school property.
- If a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the district/school may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.
- Parents of students with compromised immune systems may speak with their building principal to register for our virtual/homebound education program.

Wearing Masks and Other Personal Protective Equipment (PPE) - Staff/Non-students

- ~~At this time, staff should wear a face mask, face covering, or face shield.~~ Executive Order 20-39 Instructors must wear a face covering or face shield unless the instructor(s) can maintain six (6) feet of social distancing from students.
- All Staff will be provided one reusable cloth mask. Non certified staff may request a clear face shield.
- Teachers will be provided a cloth mask and a clear face shield and may wear either/both.
- Face coverings are to cover the nose and mouth. Neck Gaiters are acceptable as long as the nose and mouth are covered.
- Building/Corporation staff may also make a request to the building principal/Director to receive a face shield.
- Select non-students may be required to wear additional PPE (i.e. health-related, custodial staff, specialized positions, etc.) when directed to do so by district/school protocol or the employee’s supervisor.

New Castle Community School Corporation Re-Entry Plan

Wearing Masks and other Personal Protective Equipment (PPE) - Students

- Grades K-2: Face mask wearing for students in grades K-2 is encouraged. K-2 Students will be required to wear a mask when social distancing is not possible.
- Face coverings are to cover the nose and mouth. Neck Gaiters are acceptable as long as the nose and mouth are covered.
- Executive Order 20-39. Grades 3-12: Where a classroom or place of instruction can be configured so that all students and instructors can maintain six (6) feet of social distancing from one another at all times, face coverings or face shields do not need to be worn during in-person educational instruction; Face mask wearing for students in grades 3-12(required by the state). Where a classroom or place of instruction can be configured so that all students can maintain at least three (3) feet of social distancing from one another at all times, and where students are positioned to face in the same direction, face coverings or face shields do not need to be worn during in-person educational instruction by students. Instructors must wear a face covering or face shield unless the instructor(s) can maintain six (6) feet of social distancing from students; or Where a classroom or place of instruction cannot be configured so that all students can maintain either six (6) feet of social distance or at least three (3) feet of social distancing from one another with students facing the same direction at all times, face coverings or face shields must be worn during in-person educational instruction by students. At the direction of the instructor, a student may be permitted to remove his or her mask on an intermittent and temporary basis.
- Recess: Face coverings and face shields may be removed during recess periods provided social distancing can be maintained.
- All students (K-12) who ride a corporation bus must wear a mask (required by the state).
- Students must have a mask/face covering at school. Students who do not bring in their own mask will be provided a disposable mask at no charge.
- Some students may be required to wear additional PPE due to enrollment in specific Career Center Programs.
- Some students may be required to wear additional PPE due to existing health-related or special conditions which would be required through student health plans.

Clinical Space COVID -19 Symptomatic

- Each school building will have a room or partitioned space separate from the nurse's clinic where students or employees who are feeling ill are evaluated or wait for pick up.
- All waiting staff and students will wear a cloth face covering in the clinic (if a student/staff member does not have a mask, one will be provided at no cost).
- Only essential staff assigned to the room may enter.
- A record will be kept of all persons who entered the room and the room will be disinfected several times throughout the day.
- Strict social distancing is required and staff must wear appropriate PPE.
- Students who are ill will be walked out of the building to their parents.

New Castle Community School Corporation Re-Entry Plan

Clinic Space Non-COVID-19 Related

- Students who need medical assistance and who do not display symptoms of COVID-19 will be seen and treated in the non-symptomatic portion of the nurse's clinic as usual.

Confirmed Case of COVID-19 on School Property

- New Castle Schools will collaborate with the Henry County Health Department regarding protocols for mitigation strategies when students/staff test positive for COVID-19 and will communicate with the school community as appropriate.
- When there is confirmation that a person infected with COVID-19 was on school property, the district/school will contact the local health department immediately.
- The Indiana Department of Education will be notified.
- Unless extenuating circumstances exist, the district/school will work with the local health department to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community, and other factors that will determine building closure.
- It is the responsibility of the local health department to contact the person confirmed with COVID-19, inform direct contacts of their possible exposure, and give instructions to those involved with the confirmed case, including siblings and other household members regarding self-quarantine and exclusions.
- The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the local health department.
- If a closure is determined necessary, schools should consult with their local health department to determine the status of school activities including extracurricular activities, co-curricular activities, and before and after-school programs.
- As soon as the district/school becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, custodial staff will be informed, so that impacted building/bus areas, furnishings, and equipment are thoroughly disinfected.
- If possible, based upon student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting. However, if that is not possible or school is in session, the cleaning will occur immediately.

Immunizations

- Immunization requirements will remain.

Preventative Measures

- Sick employees and students will stay home.
- Students and employees will remain home if someone in the household has tested positive for COVID-19 symptoms or is being tested for COVID-19.

New Castle Community School Corporation Re-Entry Plan

- Employees and students will wash their hands often. If soap and water are not readily available, they will use a hand sanitizer that contains at least 60 percent alcohol.
- Key times will be built into the school day when all persons should wash their hands.
- These key times will be done in a staggered class pattern to maintain social distancing between students and include:
 - Start of the school day
 - Before eating
 - After using the restroom
 - After blowing nose, coughing, or sneezing
 - After using shared equipment
- Also see the social distancing section of the re-entry plan.
- The following events/functions are suspended until after the COVID-19 Health Advisory Committee reconvenes to review status (after Labor Day):
 - Library book circulation at all Levels, assemblies, large gatherings, field trips, off site PD for staff, visitors beyond the front office, volunteers, guest speakers (except for restricted Career Center Speakers), BAM, Jostens, military visits, collegiate visits, foster grandparent program, DIVE, Optimist Basketball, Extra Curricular Clubs, any other gatherings/events/functions in our corporation buildings similar to the aforementioned.

All children, staff, parents shall engage in hand hygiene at the following times:

1. Arrival to the facility and after breaks.
2. Before and after preparing food or drinks.
3. Before and after eating or handling food, or feeding children.
4. Before and after administering medication or medical ointment.
5. Before and after providing incontinent care to include diapering and also assisting with changing wet or soiled clothes.
6. After using the toilet or helping a child use the bathroom.
7. After coming in contact with bodily fluid to include but not limited to saliva, mucous, vomit, urine, blood, feces.
8. After handling animals or cleaning up animal waste.
9. After playing outdoors or in sand.
10. After handling garbage.
11. After contact with animals.
12. After coughing, sneezing or blowing your nose.
13. After removing any personal protective equipment, to include but not limited to gloves, masks, face shields, goggles, protective gowns, shoe protectors.

New Castle Community School Corporation Re-Entry Plan

14. Before and after providing healthcare for a student or staff member, to include assessing body temperature, or any assessment or intervention that requires you to be physically less than 6 feet from another to provide hands on care.
15. Effective hand washing requires that we use soap and water and thoroughly wash wrists, hands and fingers for a minimum of 20 seconds, thoroughly rinse and dry with paper towels. Hand sanitizer with an alcohol level of 60% or greater can be used if soap and water are not available, as long as hands do not appear visibly soiled.

Exchange of Resources to and from School

Every effort will be made to reduce the amount of materials, supplies, and personal belongings going to and from school. The same consideration will be given to reducing student exposure to high-touch, shared resources at school.

New Castle Community School Corporation Re-Entry Plan

Social Distancing



Social Distancing in the School Environment

The following are measures that New Castle Schools will take to increase social distancing while still maintaining a level of face-to-face instruction. These protocols may evolve as they are implemented, and more information is obtained about COVID-19.

Optional educational programming for alternatives that meet the needs of all students:

- Continue in-person classroom instruction.
- Our new Virtual Academy is now available. Please speak with your child's principal to register.

Course size, structure, and classroom measures to decrease infection:

- Parents of **Kindergarten** students have the option to bring their children to school by 9:00am during the week of August 10 to help stagger student arrival and facilitate Kindergarten students. Building Principals will communicate with each respective parent population.
- Elementary students remain with their home room teacher as much as possible.
- Secondary students use traffic patterns in hallways through the use of directional arrows during class changes.
- Stagger Middle School and High School passing periods.
- Use of lockers at the High School has been suspended until after Fall Break. Middle School use of lockers every other period (odd numbered lockers before odd periods, even before even periods).
- Use communal spaces such as dining halls, media centers, and playgrounds on limited and/or staggered times to allow for disinfecting of commonly touched areas.
- Level classes throughout the corporation.
- Reorganize P.E., choir, band, orchestra, and other large classes to allow for smaller classes, social distancing, and other precautions.
- Suspend field trips during the school day until further notice.
- Eliminate or restructure assemblies, registrations, orientations, round-ups, and other large gatherings to allow for social distancing.
- Alternate recess to minimize the number of students on the playground and encourage social distancing.
- Parents communicate with their teacher or school administrator if they do not wish for their child to participate in recess.
- Increase space between students during in-person instruction. During small group instruction, masks must be worn.
- Face desks in the same direction.
- When possible, consider a homeroom stay-in-place system where teachers rotate, as opposed to the students changing classrooms.
- Except for essential office visits, suspend ALL visitors until further notice.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc. assigned to a single child) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between uses.
- Avoid or minimize the sharing of electronic devices, toys, books, art supplies, and other games or learning aids when possible.
- Discourage the use of attendance awards or perfect attendance incentives for students.

New Castle Community School Corporation Re-Entry Plan

- After school programming (formerly latchkey) will adhere to corporation COVID-19 policies.
- Restructure bus transportation to optimize one student per seat when possible (siblings may be asked to sit together). ~~if necessary establish double routes for some buses.~~ Double routes may result in earlier/later pick up and drop off times (see transportation section).
- Establish individual classroom and library book bins where students deposit books into the bin and books are quarantined for a minimum of 24 hours before recirculating.

Nutrition service measures to minimize exposure:

- All children utilize hand washing or sanitizing to ensure safe eating practices prior to any meal service.
- Serve meals in classrooms when possible. With cafeteria use, stagger students to promote distancing, disinfect between lunches.
- Eliminate self-serve food items.
- Napkins and silverware (disposable if possible) will be provided directly by staff, not for individuals to grab.
- Install sneeze guards in cafeteria serving lines.
- Plan to serve medically fragile students separately from other students.
- Place tape marks on the floor to promote social distancing while waiting in line.
- Prohibit food-sharing.
- Classroom party items will be commercially prepared and prepackaged.
- Limit cash transactions. Staff handling cash will not handle food.
- No eating on buses unless medically necessary.
- Provide hand sanitizer during vending machine use and clean vending machines regularly.

Measures to decrease students congregating in one location:

- Assign students to different entrances and will utilize directional paths.
- Stagger drop-off and pick-up processes.
- Stagger times that classes are released.
- Require students to stay in an assigned section of the schoolyard or playground as opposed to mingling with other classes.
- Schedule restroom breaks to avoid overcrowding.
- Rearrange furniture to avoid clustering in common areas.
- Place tape marks on the floor to indicate appropriate social distancing.

Measures to decrease employees congregating in one location:

- Limit usage of the staff/teacher's lounge.
- Use virtual meetings as much as possible.

New Castle Community School Corporation Re-Entry Plan

- Make alternate plans for whole staff gatherings.
- Rearrange workstations to encourage social distancing.

Tracing measures so persons exposed can be more easily traced by the health department:

- Assign seats in classes, cafeteria, and on buses.
- Use sign-in sheets for in-person meetings to document attendees.
- Accurate records will be kept on any persons other than students and staff who enter the building, their reason for entering, and the locations in the building to which they travel.

Measures to minimize or eliminate the need for people to be in the building other than necessary employees and students:

- Restrict vendor access to the school to times when students are not present.
- Prohibit/minimize family/volunteer visits.
- Restrict the number of people in the school building who are not students or staff.

New Castle Community School Corporation Re-Entry Plan

Extra-Curricular and Co-Curricular



COVID-19 Screening of Athletes and Coaches

The New Castle School Corporation will work continuously with the Henry County Health Department to determine the number of spectators permitted at indoor and outdoor events. Families from the same household may sit together and social distancing must be achieved. At this time during indoor events, masks or face coverings are to be worn by all spectators at all times (coaching staff excluded when physically distanced).

- Each athlete and coach will be screened for COVID-19 symptoms.
- Each coach and athlete's daily screening should be documented and maintained by the AD.
- Each school will decide who will perform daily athlete screening.
- If an athlete is found to be practicing without receiving daily screening, the athlete will be immediately removed from practice, screened and sent home (positive screen) or returned to practice (negative screen).
- For away competition, all athletes will be screened before boarding the bus or other vehicle to be used for transportation to the competition.

Hydration

- Hydration for athletes is a vitally important aspect of healthy, safe competition. However, the process of hydration can also be considered a higher risk activity for spread of COVID-19. All hydration guidelines should be guided to isolate an individual student or coach's source of hydration to only that individual. Ample time for water breaks should be built into the practice schedule.
- All athletes will have their own individual water bottle. Each water bottle will be clearly marked with the athlete's first and last name in permanent marker.
- Athletes will also be able to use appropriately marked plastic bottles or other school approved containers for their source of hydration.
- Athletes will be responsible for keeping their own water bottle. Managers will not transport individual water bottles for athletes. Carrying racks for multiple water bottles will not be used.
- Managers should be responsible for dispensing water/hydration from coolers. Managers will use gloves at all times and will frequently use hand sanitizer on gloves for hygiene. Athletes will be responsible to remove their own water bottle's lid when refilling.
- All athletes will be responsible to maintain a clean water bottle. Water bottles will not be stored in athletic lockers overnight and will be taken home for cleaning each day.
- All coolers will be sanitized daily before or after use with CDC approved or appropriate manner.
- All coolers that will be used each day will be taken out of the training room prior to athletes being seen in the training room each day.
- No athletes will share a water bottle or other source of hydration at any time.
- Hydration stations (water cows, water trough, water fountains) are not recommended.

New Castle Community School Corporation Re-Entry Plan

AT management of multiple events

- Due to increased responsibilities in the training room and with screening athletes, ATs will likely have less availability for practice coverage.
- Administration should be aware of these responsibilities and allow appropriate time from the end of school day until the start of competition to allow AT time to finish daily responsibilities before competition. This timeline should be determined in open communication between AT and AD.
- ATs will continue to provide multiple competition coverage as previous.

Student Contact

- Coaches will limit any physical contact with athletes at all times unless appropriately needed.
- Medical staff will limit physical contact with student athletes to only medically appropriate and needed activities.

Concessions at extracurricular/sporting events during COVID-19

- Concessions may be sold if food handlers and cashiers use appropriate PPE and only prepared, prepackaged food is available.

Equipment Hygiene

- All sports balls (basketball, footballs, etc.) will be cleaned with corporation purchased approved disinfectant prior to use each day.
- All personal sports equipment (braces, headgear, shoulder pads, etc.) should be cleaned daily by individual athletes prior to practice or competition.
- All athletes will wear appropriate clean clothes for practices and competition.

COVID-19 Testing

- Any athlete or coach with positive findings on daily screening or temperature ≥ 100.4 will be immediately sent home by AT. Athlete's guardians will be directly contacted by AT. Appropriate coach, AD, school nurse, and team physician will also be notified by AT. Athlete or coach with symptoms will be held out of all athletic practices or completion until cleared by M.D. The athlete or coach must provide a written form signed by M.D. indicating the athlete or coach has been cleared to return to play after evaluation for COVID-19. Athlete or coach must also be cleared by school AT or team physician prior to return to practice or competition.
- Any athlete or coach with positive screening findings for COVID-19 is recommended to have COVID-19 testing. If no testing or M.D. clearance is completed, then the athlete or coach will be assumed to be positive for COVID-19 and will undergo a self - quarantine for 14

New Castle Community School Corporation Re-Entry Plan

days. Team physician or school AT can hold athlete from return to sports, even with M.D. clearance, if medical staff believes athlete or coach warrants further COVID-19 testing.

- If an athlete or coach tests positive for COVID-19 through any testing, while maintaining HIPAA regulations (not identifying the athlete or coach, the Athletic Director must report the case to the Principal, Superintendent, and the Henry County Health Department. The athlete or coach will be held out of all practices and competition until at least 10 days from start of symptoms and must have improvement of symptoms and must have at least 3 days of no fever without fever-reducing medicine. The athlete or coach must provide a copy of original positive test results for documentation by school. In addition, the athlete must have written clearance from M.D. stating athlete or coach can return to athletics from COVID-19. Finally, the athlete or coach must also be cleared by the AT or team physician prior to returning to practice or competition.
- If an athlete or coach tests positive for COVID-19 and has NO symptoms during the entire quarantine, while maintaining HIPAA regulations (not identifying the athlete or coach, the Athletic Director must report the case to the Principal, Superintendent, and the Henry County Health Department. Additionally, according to the CDC guidelines for symptoms based strategy of return, the athlete or coach will be held out of all practices and competition until at least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. The student athlete must have written clearance from M.D. stating athlete or coach can return from COVID-19. Finally, the athlete or coach must also be cleared by the AT or team physician prior to returning to practice or competition.
- If an athlete or coach is considered to have a positive COVID-19 exposure based on team physician or contact tracing recommendation, athlete or coach must be quarantined for 14 days with no symptoms or have negative COVID-19 testing. COVID-19 PCR testing cannot occur prior to 5 days after last exposure. COVID-19 antigen testing cannot occur prior to 7 days from last exposure. Athlete or coach will not be allowed to practice or compete during waiting time for COVID-19 testing and are recommended to quarantine during that time. Athlete or coach must be cleared by school AT or team physician prior to return to practice or competition.
- All final return to play decisions noted above may be impacted by further recommendations regarding COVID-19 effects on other body systems such as the cardiac system as further medical information and research on COVID-19 is gained.
- Without revealing the identity of the coach/athlete, positive COVID-19 test results will be reported to the Principal, Superintendent, and the Henry County Health Department. All positive COVID-19 test results will be reported to the AD and school nurse. Guardians/family of all athletes or coaches who are deemed to be high risk for positive exposure to COVID-19 will be directly contacted by medical staff or AD as per contact tracing protocols. Names of athletes or coaches deemed at high risk of documented COVID-19 exposure will be reported to the county health department/state health department by team physician or appropriate health care system representative.
- ATs will follow appropriate use of PPE when interacting with student athletes. By following appropriate use of PPE, ATs should have less risk for significant exposure to covid-19 from student athletes. ATs should follow current CDC guidelines for health care professionals

New Castle Community School Corporation Re-Entry Plan

with possible COVID-19 exposure. The current guidelines indicate that ATs will only be quarantined if they present with symptoms consistent with COVID-19.

Sports Participation (phases) are recommendations by the National Federation of State High School Associations (NFHS) and the Indiana High School Athletic Association (IHSAA). Please see the [New Castle High School Athletic Return to Play Plan](#) for more specifics.

- All suggestions listed below are meant to be an extension of the guidance put out earlier by NFHS. Suggestions are also subject to any future IHSAA guidelines.
- *NFHS has recommended phased return to school sports which will gradually increase risk of exposure for student athletes to covid-19.*

Phase 1 (July 6-19)

- Meant to follow social distancing principles when possible.
- Groups for sport-specific workouts should be limited to no more than 20 people at a time for outdoor activities and no more than 20 for indoor activities based on available space to allow appropriate social distancing principles. Conditioning workouts can be of a larger size if able to follow social distancing principles. No weight room activities that require a spotter can be done.
- Work-outs should be individually focused initially and move to small group focused. Athletes should maintain 6 foot distance between individuals whenever possible. Focus should be on conditioning and allowing student athletes to become comfortable in the current sports environment.
- Sports equipment can be used by multiple athletes. Sports equipment used by multiple individuals should be cleaned as regularly as possible between drills.
- Sports equipment should be cleaned with CDC approved antiviral cleaner before next practice.
- Hand sanitizer should be readily available to student athletes and coaches during practice.
- No Locker room use should be permitted. Athletes will be required to shower at home.
- No physical contact between student athletes should occur with any conditioning activities or drills.
- Students are limited to 15 hours a week on campus during phase 1.
- Sports can conduct 4 conditioning sessions for 2 hours during one week and 2 activity days not consecutive days for 3 hours during one week.

Phase 2 (July 20-August 14)

- Meant to follow social distancing principles when possible
- Indoor groups may be restricted to a smaller group size secondary to available space for the group. Activities in the weight room which require spotters may be done.

New Castle Community School Corporation Re-Entry Plan

- Work-outs should be based on small groups within each team. Teams may use position and grade to help determine smaller groups. Use of smaller groups will help mitigate COVID-19 exposure. Small group use will also likely lower the number of highly exposed student athletes who require quarantine if a positive COVID-19 test occurs on the team. Locker and meeting rooms should be at 50% capacity if possible.
- Sports equipment will be cleaned thoroughly after each practice.
- Contact sports may allow contact as per IHSAA guidelines.
- Sports may advance practice activities to include intrasquad scrimmages as per IHSAA guidelines.
- No interscholastic competition may occur except for Girls Golf which may compete per IHSAA guidelines.
- Hand sanitizer will be readily available to student athletes and coaches during practice.
- Athletes and coaches should recognize social distancing principles when not actively participating in practice. Masks are required for indoor activity and strongly recommended for outdoor activity in non-active participants.

Phase 3 (August 15-TBD)

- Meant to prepare student athletes for competition.
- Teams should return to full team practices. Small group activities within the team should still be used as much as possible. Full team activities will increase possible COVID-19 exposure and could increase the number of student athletes quarantined if a positive COVID-19 test occurs on the team. Lockers and meeting rooms should remain at 50% capacity if possible.
- All practice equipment should be cleaned as regularly as possible during practice. All practice equipment should be thoroughly cleaned each day after practice.
- Full competition may occur for all teams as per IHSAA guidelines.
- Athletes and coaches should recognize social distancing principles when not actively participating in practice. Masks are strongly recommended for both indoor and outdoor activities in non-active participants.
- Hand sanitizer will be readily available to student athletes and coaches during practice.


Competition

- See [New Castle High School Athletic Return to Play Plan](#)

Band/Choir Activities

- Students will only be permitted to enter the breezeway doors (Door 20). A staff member will meet them there and ask about symptoms. Students not showing symptoms will be admitted. Students who have had any symptoms will be sent with their parents to get screened at that time. Students will be directed to report to the restrooms and wash their hands. No more than two students in the

New Castle Community School Corporation Re-Entry Plan

	<p>restrooms at a time. We will be staggering our arrival times so they are all not arriving at the same moment. Students will be routed through the music area with directions posted around.</p> <ul style="list-style-type: none"> ● Students will have designated areas for keeping their belongings. This will be broken down by the groups that we have them in for rehearsals. ● Students will be required to have their own water bottles. Their names must be on them. We will provide a refillable bottle to any student who cannot afford one. They will put their name on it and it will be their responsibility to bring back and forth to and from rehearsal. Communal water sources will not be provided. ● Students may opt to wear masks when doing the following: <ul style="list-style-type: none"> ○ Arriving to rehearsal/leaving rehearsal ○ Moving between different parts of the rehearsal ○ At times when not doing strenuous physical activity or times requiring an instrument. ● Hand sanitizer stations will be set up around the band area. ● Students will be assigned a music stand with their name in tape on it. That is their equipment to use and no one else. No students will be sharing instruments. Percussion mallets and guard equipment will be taped and labeled for the student it is assigned to. ● The tracking of students will occur in compliance with Henry County Health Department recommendations. We will be carefully tracking student attendance. While not revealing the identity of students, Band/Chorus Directors will immediately communicate any students testing positive with COVID-19 to school administration and the superintendent's office. <p>Physical Education</p> <p>Locker Rooms</p> <ul style="list-style-type: none"> ● 50% of capacity to be used in locker rooms at one time. ● Consideration will be given to having one class at a time in the locker room at beginning of class and end of class periods.
<p>Special Education</p> 	<p>Special Education Services and Supports</p> <p>New Castle Schools will continue to collaborate, review, and revise IEP's as necessary to ensure that high quality services and supports are provided to students with disabilities. This plan is designed to complement other district plans and mitigation strategies to protect high-risk populations, such as those with disabilities, while minimizing disruption to teaching/learning and protecting students from social stigma and discrimination. Strong communication with families to discuss the delivery method of instruction for students with disabilities is key to successful creation and implementation of IEP services.</p> <p>Case Conference Timelines</p>

New Castle Community School Corporation Re-Entry Plan

The requirements to convene IEP meetings to conduct annual, move-in, re-evaluation review meetings have not changed. There is no waiver of the requirement to convene the case conference committee as consistent with Article 7. The school will meet IEP timeline requirements regardless of school closure status.

- IEP meetings may be conducted virtually, in-person, phone, or a blended approach to include both in-person and virtual participation.
- TOR should work with IEP team members (including parent) to establish a mutually agreeable date, time, place for the IEP meeting. ***Also note the platform to be used (in-person, Zoom, Google Meet, etc.)
- TOR must still create the Notice of Case Conference and deliver to IEP team members (including parent).
- Communication and collaboration in a timely manner is key to holding successful IEP meetings.
- TOR and general education teacher present level data to be used in discussion to drive future services, supports, and goals.

Evaluation Timelines

Requirements for evaluations remain unchanged. The requirement to meet evaluation (initial and re-evaluation) timelines has not changed. The school will work with parents and IEP team members to complete all evaluations in a timely manner. Evaluations may be conducted virtually if the evaluation team has been appropriately trained in conducting virtual assessments and has access to digital assessments. If virtual evaluations are not possible and access to students is prohibited due to COVID-19 and school closures, the school will work with parents to identify a reasonable plan for evaluations to be completed upon return to school.

- Evaluation timelines that were missed due to COVID-19 school closures will take top priority. The school's evaluation team will focus first to complete the backlog of evaluations and will prioritize initial evaluations before re-evaluations to ensure that access to eligibility and services for students is not unnecessarily delayed.

IEP meetings to review and revise IEP services/goals

As the school implements its re-entry plan, IEP meetings with parents should be scheduled to review the provision of services and the educational progress of each student. Discussion should determine whether or not there is a need to adjust the frequency or duration of services. The IEP team is encouraged to consider the following:

- Whether the student participated in continuous learning (eLearning) opportunities provided by the school and district during the COVID-19 school building closure;
- Parent observations of the student's learning during the continuous learning opportunities provided by the school or district;
- Teacher observations of the student's learning in the continuous learning opportunities provided by the school or district;
- Whether there were services identified in the student's IEP prior to the school closure that the school or district was unable to provide during the building closure due to restrictions on in-person services;
- Whether the student continued making progress toward meeting his/her IEP goals;
- Whether the student experienced any additional or new social-emotional health issues during building closure and re-entry;
- Whether the student experienced any regression during the period of school building closure.

New Castle Community School Corporation Re-Entry Plan

- The IEP should include a clearly designed and communicated contingency plan to continue services if COVID-19 transmission requires intermittent or extended school building closures.

Compensatory Services

The school is not required to automatically or immediately provide compensatory services to all students with IEP's. However, the IEP team should include in discussion the educational needs of the student, including the potential loss of skills. IDOE guidance has urged schools to consider that COVID-19 related school closures have had an impact on ALL students, not just those with disabilities. As such, the IEP team discussion regarding whether or not compensatory services are required should focus on services in the IEP in place prior to school closures and the impact on the student for services that were not offered during school closure.

Documentation of Services

It is important for school staff to document with specificity the services and supports offered/provided to students with disabilities. Documentation should also monitor student progress. This information is necessary to inform the IEP team in making a determination for future services.

Transition IEP's

Transition assessments must be completed even during school closures related to COVID-19. Assessments may be completed virtually or in person (if contact with students are permitted). Assessments may be administered prior to or during the annual IEP meeting. In all cases, assessment information needs to be documented within the Summary of Findings and include strengths, preferences, interests, and needs. TOR's may refer to the eLearning Resources for Secondary Transition document

<https://docs.google.com/document/d/1w403-kl3Pyagt7-RRUPIX-o36kG012M5oOclx45AmDo/edit>

Transition services still need to be created so the school is the primary service provider. It is recommended to write the narrative to include both remote and in-person opportunities to accomplish transition service activities.

Medically Fragile Students

Medically fragile students are at high-risk of severe medical complications if exposed to COVID-19, and therefore may be unable to attend school. Medically fragile students that are unable to attend school will need to be provided with educational services remotely. The determination of the services to be provided must be made by the IEP team based upon the individual student's medical and educational needs. Special education and related services determined by the IEP team could be provided online or in a virtual instructional format, through instructional telephone calls, or through other curriculum-based instructional activities (511 IAC 7-42-10). If the services are to be delivered through online or virtual instruction, technological competency and the need for additional assistive technology must be considered. The CCC must convene at least every 60 instructional days to review the IEP for every student unable to attend school in person (511 IAC 7-42-11).

New Castle Community School Corporation Re-Entry Plan

Homebound Services

If a student with a disability is absent from school for an extended period of time due to a COVID-19 infection or suspected infection during a time that the school remains open, the IEP team must determine if that student is available for and could benefit from homebound services during the time of school absence. Services may include online, virtual, phone, etc.. School personnel should follow appropriate health guidelines to assess and address the risk of transmission of disease in the provision of such services. It is strongly recommended that no in-person services be provided until the student is cleared to return to in-person attendance at school. The school will continue to comply with all other requirements related to homebound services for students in accordance with 511 IAC 7-42-11 and 511 IAC 7-42-12.

- **Homebound services due to COVID-19 infection in a student's family** - Upon the re-entry to school, if a student with a disability is quarantined at home for an extended period of time due to infection of a family member, the school should follow the same homebound protocol identified above.
- **Homebound services not related to COVID-19** - Upon the re-entry school, students who were receiving services in a homebound placement pursuant to their IEP will remain in that placement until the IEP team determines that a different placement is appropriate. It is important for IEP teams to convene to discuss re-entry for all students as soon as appropriate. Whether the location of the homebound services identified in the student's IEP is in the student's home or an out-of-school location other than the student's home, school personnel should follow appropriate health guidelines to assess and reduce the risk of transmission of COVID-19.
- **Homebound Timelines** -- Schools and districts must ensure the CCC reconvenes at least every 60 instructional days (this instructional day count includes remote learning days used pursuant to the LEA's Continuous Learning Plan) when a student is receiving services in a homebound setting. 511 IAC 7-42-5(a)(7). Changes to the IEP related to a safer service delivery method during school closures and re-entry may be considered by the CCC at these 60 day reconvenes. 511 IAC 7-42-11.

Technology needs for remote learning -


Students who are unable to attend school in person may have unique needs. The IEP team should include in discussion the unique needs of the student who is unable to attend in person. Access to a device (such as a chromebook) to access instruction and assignments should be considered. For students who do not have access to the internet at home, other solutions should be discussed - including packet-based assignments, phone, email supports, etc.

Special Transportation

If "special transportation" is necessary in order to provide FAPE for a student with a disability, that service should be listed in the student's IEP related services. This service will be provided in accordance with the district's transportation plan to ensure safety for all students, including those with disabilities.

Medical/Nursing Services

New Castle Community School Corporation Re-Entry Plan

	<p>Student-specific medical and nursing services are included in the student’s health care plan. Medical and nursing services will be provided through implementing steps to reduce contact and increase cleaning/disinfecting of supplies and surfaces.</p> <p>Parentally-placed students with disabilities attending nonpublic schools Students with disabilities who have been parentally-placed into nonpublic schools that lie within the district boundaries will receive special education services and support per the student’s Service Plan. The TOR will continue to collaborate with team members (parents and nonpublic school representatives) to ensure the special education services and supports meet the unique needs of the student while following safety protocols of the nonpublic school and public school plans.</p> <p>Unique Operating Conditions The delivery of special education services and supports often requires unique conditions for service delivery (special education settings, small group, 1:1 therapy). Steps taken to maximize safety and to minimize the potential spread of virus for staff and students include:</p> <ul style="list-style-type: none"> ● intensify cleaning and disinfecting of equipment and surfaces between therapy and group sessions ● utilize spacing between students to the extent possible during small group and pull out services ● instruct, observe, and provide hand-over-hand support for students during hand washing ● Minimize the number of individuals interacting with medically fragile students through providing in-classroom services when appropriate, limiting time in hallways to when few or no other students are in the hallway, and limiting time spent in large venues such as the cafeteria ● Staff who are providing services that require exposure to student bodily fluids (bathrooming care) should wear a mask, wear gloves, and wash hands and arms immediately afterwards ● Considerations for students with hearing and speech disabilities that may require adaptive face masks -- If face masks are used that inhibit the student’s ability to see/hear instruction, the school will work to provide adaptive face masks for that student and staff. The school will work in collaboration with the student’s parent and IEP team to discuss this need
<p>Food Service</p> 	<p>Food Preparation and Meal Service Requirements</p> <p>New Castle High/Middle School</p> <ul style="list-style-type: none"> ● Provide training for secondary food service staff on effective methods of cleaning and sanitizing food service surfaces and equipment, symptoms of COVID-19, prevention techniques, health department guidelines, and district/school procedures prior to the start of the school year. ● Provide training for secondary food service staff on the standard operating procedure for transporting meals. ● Provide staff with a detailed schedule of touch point cleaning and disinfecting. ● Modify hours of employees if necessary due to changes.

New Castle Community School Corporation Re-Entry Plan

- Install plexiglass/plastic shields at cashiers stations.
- Eliminate cash handling at the cashier station to reduce contamination.
- Remove pin pads and replace with barcode scanners.
- Print and disburse bar code name badges and lanyards to students prior to the first day of school.
- Utilize spaced seating to the extent practical.
- Remove all self-serve stations and replace with packaged food items.
- Follow USDA guidelines and regulations in accordance with NSLP and NSBP.
- Food Service Kitchen, Kitchen Equipment and Cafeteria will not be made accessible to outside parties to avoid possible contamination.
- Restrict ice machines for use by trained food service personnel.


Elementary Schools

- Provide training for elementary food service staff on effective methods of cleaning and sanitizing food service surfaces and equipment, symptoms of COVID-19, prevention techniques, health department guidelines, and district/school procedures prior to the start of the school year.
- Provide training for elementary food service staff on the standard operating procedure for transporting meals.
- Provide staff with a detailed schedule of touch point cleaning and disinfecting.
- Modify employee hours if necessary due to the changes.
- Install plexiglass/plastic shields at cashiers stations.
- Eliminate cash handling at the cashier station to reduce contamination.
- Print and disburse bar code name badges and lanyards to students prior to the first day of school.
- In most schools, breakfast service will be delivered to the classroom by food service staff and teachers will document which students eat breakfast on classroom rosters.
- Release students by class to come to the cafeteria to purchase lunch. Rotate classes to take lunch back to the classroom to be eaten and to eat in the cafeteria. Pre-K and Kindergarten students will eat in the cafeteria in assigned seats spaced sufficiently apart to follow social distancing guidelines.
- All food items will be wrapped, cupped or sealed for food safety and to prevent contamination during transport to the classroom.
- Follow USDA Guidelines and regulations in accordance with NSLP and NSBP.
- Food Service Kitchen, Kitchen Equipment and Cafeteria will not be made accessible to outside parties to avoid possible contamination.

Food Service Delivery

New Castle Schools Food Service shall provide meals to students and the community through:

New Castle Community School Corporation Re-Entry Plan

	<ul style="list-style-type: none"> ● Using the school kitchen facilities and school transportation resources. ● Allowing certified and non certified staff to assist in the distribution of meals. ● Coordinating delivery locations. ● Minimizing changes.
<p style="text-align: center;">Transporting Students</p> 	<p>District/School Transportation Measures:</p> <ul style="list-style-type: none"> ● Provide necessary training for bus drivers on effective methods of cleaning and disinfecting bus seating areas, symptoms of COVID-19, prevention techniques, and district/school procedures prior to opening school. ● Thoroughly clean and disinfect buses prior to opening of school using local health department approved cleaners. ● Inspect all buses for cleanliness and safety prior to opening school. ● Communicate to parents and students prior to reopening school. ● Assign bus drivers to a single bus and/or specific route. ● When necessary, assign drivers to two morning routes and two afternoon routes to limit the number of passengers on each bus. ● Assign students to a single bus and a specific seat. ● Seat siblings together to increase capacity. ● Only students with assigned seats will be permitted to ride the bus. ● Provide face masks for bus drivers; allow students to wear face masks/coverings. ● Screen students and bus drivers for symptoms of illness. ● Utilize space seating (to the extent practical), with attempts to assign one student per seat, alternating left and right positions. ● Clean and disinfect buses after morning and afternoon routes. ● Establish protocols for bus stops, unloading/loading students to minimize congregation of children from different households. ● Wait 24 hours before cleaning and disinfecting a bus/transportation vehicle that transported a passenger or had a driver who tests positive for COVID-19 or exhibited symptoms of COVID-19. ● Suspend all field trips during the school day. ● Suspend after-school activity bus until further notice. ● Provide plexiglass divider at reception area in bus barn. ● Thoroughly clean and disinfect buses on scheduled eLearning days.
<p>School Operations Facility/Maintenance</p>	<p>District/School Measures:</p> <ul style="list-style-type: none"> ● Hire three additional custodians to clean student/teacher desks and table top surfaces during the school day.

New Castle Community School Corporation Re-Entry Plan



	<ul style="list-style-type: none"> ● Provide necessary training for maintenance and custodial staff on effective methods of cleaning and disinfecting work, play, and seating areas, symptoms of COVID-19, prevention techniques, and district/school procedures. ● Provide local health department approved hand soap and hand sanitizer with at least 60% alcohol and paper towels in all bathrooms, classrooms, and frequently trafficked areas. ● Post signage in classrooms, hallways, and entrances to communicate how to stop the spread and recognize COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols. ● Clean/disinfect frequently touched surfaces at least daily and shared objects after each use. ● Have masks and other appropriate PPE available for staff. ● Encourage students to bring hand sanitizer and face masks/coverings to use from home. ● Have hand sanitizer and cleaning wipes available for students and staff located in each classroom and in key locations throughout each building. ● Provide Plexiglass barriers at first point of contact in each building. ● Take steps to ensure all water systems and features are safe. ● Install water bottle fillers throughout each building. ● Turn off water fountains and provide bottled water or allow students and staff to bring water bottles from home. ● Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, as long as this does not pose a safety or health risk to students or staff. ● Conduct deep cleaning of schools prior to students/staff returning; schedule additional cleanings during weekends or school holidays/breaks.
<p>Afterschool Programming (Latchkey)</p>	<ul style="list-style-type: none"> ● Afterschool Programs (Latchkey) conducted in New Castle Schools will adhere to the same protocols as the New Castle School Corporation.
<p>New Castle Career Center</p>	<ul style="list-style-type: none"> ● The New Castle Career Center will adhere to the same Health/Safety protocols as the New Castle School Corporation. ● A full list of modifications to the Career Center Programs may be found here. ● Student breaks will be staggered by program.

New Castle Community School Corporation Virtual Academy

It is the mission of the New Castle Community School Corporation through our Virtual Academy to provide students with a robust and meaningful learning experience that prepares them for multiple pathways.

Students enrolled in the NCCSC Virtual Academy will be assigned to New Castle teachers and receive the same curriculum and instruction as students in the classroom. This will allow previously established student/teacher connections to continue and new relationships to develop with the intention of having students return to brick and mortar instruction seamlessly. All students will have access to lessons, activities, and assignments via the school-issued Chromebook and will participate in learning opportunities on a daily basis. Elementary students will receive Math, Language Arts, Science, and Social Studies lessons with their assigned teacher/team. Secondary students will follow their assigned schedule during the day based on their comparable brick and mortar schedule. Lessons will be delivered virtually and will be either live or recorded based on teacher availability and access to technology. Students will complete assignments on Google Classroom and submit assignments by the designated due dates. Some classes within the secondary program will be administered via an online program and video conferencing with a teacher will not be necessary. Student attendance will be determined based on participation in class at the assigned time. There will be a "homeroom" time for all secondary students where students will check in with an administrator, counselor, or teacher to clarify questions and assist as needed. Any student with an IEP or a 504 will receive services as outlined in the student's education plan. This year, all of our students will receive Free breakfast and lunch. All students enrolled in our NCCSC Virtual Academy are also eligible for our FREE breakfast and FREE lunch program. Students enrolled in the Virtual Academy may also sign up for our Afterschool Program (Latchkey).

New Castle Schools *Virtual Academy* FAQ



*Our Virtual Academy will continually be monitored and assessed for needed revisions. Families will also be surveyed continually starting 3-4 weeks into the school year for additional input. If there is a corporation or school closure such as last March, **all** students will be transferred to the Virtual Academy and will retain their current teachers, classes, and instruction.*

1- What is the Virtual Academy?

The Virtual Academy is an online learning option for all k-12 students who would prefer a virtual (at home or off campus) learning experience.

2- With Masks now required for students in grades 3-12 and all students while on buses, can my child start in the brick and mortar classroom and switch if he/she has a hard time wearing a mask? (There may be “mask breaks” within classrooms while instruction is taking place, students are at least 3 ft apart and facing the same direction, per the modification of Gov. Holcomb’s executive order.)

Yes. We will certainly allow a student to go to the Virtual Academy if a student can not adjust to wearing a mask. Conversely, now that masks are required from grades 3-12, a student may shift from Virtual to brick and mortar with ease at any time. Children who change learning formats during the year will maintain their same teacher(s).

3-How is the Virtual Academy different from eLearning?

Previous eLearning days were designed for weather related absences as well as planned days each semester to allow for elementary parent conferences and secondary staff professional development. The Virtual Academy is an option for daily, real time, online instruction for students that follows our standards based curriculum. Differences in learning will revolve around: student accountability for participation, assignment completion, teacher/student interaction, and assignment content level.

Moving forward, weather related instructional days at home, planned instructional days at home and any state mandated instructional days at home will now be Virtual Learning Days and all students will follow the Virtual Academy programming for k-12.

4- How is the Virtual Academy different from other online programs?

Students enrolled in the NCCSC Virtual Academy will be assigned to New Castle teachers and receive the same standards based curriculum and instruction as students in the classroom. This will allow previously established student/teacher connections to continue and new relationships to develop with the added benefit of a seamless transition of a student’s return to brick and mortar instruction when so desired.

5-How will students receive assignments?

All students will use a school-issued chromebook. Internet access will be supported as needed. For elementary virtual students:

- All 2-12 assignments will be virtual (taped or live)
- All 2-12 assignments will be assigned on Google Classroom
- Math and ELA assigned approximately 5x weekly
- Science/SS assigned approximately 2-3x weekly
- K/1 will have standards based working packets every 2 weeks to complete. They will also have a chromebook for any online learning platforms used in the classrooms to enhance and supplement instruction.

For secondary virtual students:

- All assignments will be virtual (taped or live)
- All assignments will be assigned on Google Classroom
- Students will follow their normal schedule

6- What is the completion window for assignments?

For elementary virtual students: The elementary classroom teacher will set completion dates with each assignment.

For secondary virtual students, assignment completion dates will be the same as on site classes.

7- Who will be my student's teacher?

Each virtual student will have the teachers they would normally be assigned to in k-12 at their respective school and classrooms. Also to support the families will be 1 Elementary and 1 Secondary Virtual Coordinator to help oversee the students' programming and attendance.

8-How much contact will there be with the teacher?

All students will have contact with a teacher daily. Contact may be from recorded lessons or real time interaction in class through live streaming. Additionally, students will receive daily posting of assignments, possible emails, or through a classroom communication APP (Ex: REMIND) with the teacher.

9-What happens if my child (who is in the Virtual Academy) misses a live class?

Lessons which are streamed live will also be taped and posted on Google Classroom so that students may view them after the actual session.

10-How will parents be contacted?

For elementary virtual students: Parent check-in will occur virtually every 2 weeks by the classroom teacher. The Counselor/FSS will check in with the parent on the off week of the parent virtual meeting. Virtual Coordinator contact will occur as needed. Principal contact will occur as needed. All communication will be tracked on a common log for each building.

For grade 7 families, parent conferences will occur virtually every 2 weeks with the student's "homeroom" teacher.

Counselor/FSS will check in with the parent on the off week of the parent virtual meeting.

For grades 8-12, parent conferences will be held virtually on a rotational basis with one of the student's teachers contacting parents every week starting week 3.

Counselor/FSS will check in with the parent every 3 weeks.

Virtual Coordinator contact will occur as needed. Principal contact will occur as needed. All communication tracked on common log.

11- How will attendance be taken and tracked?

The following is subject to change. At this time, attendance will be tracked for virtual students by the student/family submitting an Attendance Google Form linked in their Google Classroom to the Virtual Coordinator every Tuesday and Thursday.

12- Can virtual students receive breakfast and/or lunch? Can they attend Latchkey after school programs?

All students enrolled in our NCCSC Virtual Academy will receive FREE breakfast and FREE lunch. Weekly meals will be available for pick up at either NCHS or Wilbur Wright Elem. on Wednesdays. 8-11 a.m. 1-2 p.m. or 4:30-5:30 p.m. Virtual families should sign up for their pick up location and time using this link which is also on the Virtual Academy registration page:

<https://docs.google.com/forms/d/e/1FAIpQLScLn7rP4x0kiYEUMYout2iVEIBbzfcA5GvWhJTTFXbdMjcRoQ/viewform>

Students enrolled in the Virtual Academy may also sign up for our Afterschool Program (Latchkey).

13- Can virtual students participate in extracurricular and cocurricular activities?

Yes, the School Board voted to allow students enrolled in our Virtual Academy to participate in extracurricular activities.

14- What if my virtual student has an IEP?

All IEP students will have an IEP conference to determine the educational plan that best meets the needs of the student.

New Castle Virtual Academy - Fall 2020

This plan is subject to change and will be modified to best meet the needs of our students, staff, & families. The same curriculum and pacing guides will be used in both our Virtual Academy and in-person classroom learning forums. If there is a corporation or school closure such as last March, all students will be transferred to the Virtual Academy and will retain their current teachers and classes.

**Short videos to reference topics below will also be available on the Corporation Website and teacher Google Classrooms.*


	K-6	7-12
Virtual Student's Teacher	<ul style="list-style-type: none"> Virtual students will be assigned the teacher and classroom they would have normally been assigned to at their home school. Elementary Virtual Coordinator will also oversee the Virtual students' programming and attendance. 	<ul style="list-style-type: none"> Virtual students will be assigned a virtual daily schedule to follow with their assigned teachers. A Secondary Virtual Coordinator will oversee the Virtual students' programming and attendance.
Student/Teacher Contact	<ul style="list-style-type: none"> Contact may be from LIVE interaction in their class, posting of assignments, email, or through a classroom communication APP (Ex: REMIND) with the teacher. 	<ul style="list-style-type: none"> Contact may be from LIVE interaction in the student's class, posting of assignments, email, or through a classroom communication APP (Ex: REMIND) with the teacher.
Family Support	<ul style="list-style-type: none"> Virtual families will be invited to meet with their classroom teacher before school starts to get chromebooks, materials and to familiarize families and students with the online learning platform. Virtual Students will receive Free Breakfast and Lunch Virtual Students may attend Latchkey after school programming. Tech Support will be provided as needed 	<ul style="list-style-type: none"> Virtual families will be invited to meet with their classroom teachers before school starts to get chromebooks, materials and to familiarize families and students with the online learning platform. Students in our Virtual Academy will receive Free Breakfast and Lunch Tech Support will be provided as needed
Assessments	<ul style="list-style-type: none"> K-6 iReady formative assessment assigned for at-home administration 3-6 iLearn assessed at school 2-6 Unit/classroom assessments may be assigned online to complete 	<ul style="list-style-type: none"> PIVOT INSPECT completed at home (Math and ELA) STAR completed at home State testing assessed at school Classroom assessments may be assigned online to complete AP class assessments will be given at school when possible
Devices	<ul style="list-style-type: none"> All students K-6 will have a school-issued chromebook Internet access will be supported as needed Family tech support will be provided by our 	<ul style="list-style-type: none"> All students will use a school-issued chromebook Internet access will be supported as needed

	<p>Virtual Coordinator and Tech Dept.</p> <ul style="list-style-type: none"> Family support for Virtual online platform training will be provided to start the year 	<ul style="list-style-type: none"> Family tech support will be provided by our Virtual Coordinator and Tech Dept. Family support for Virtual online platform training will be provided to start the year
Virtual Assignments	<ul style="list-style-type: none"> Teachers will post their basic daily schedule to help facilitate families planning their student's learning time at home. All 2-6 assignments will be virtual All 2-6 assignments will be assigned on Google Classroom w/ Math and ELA approximately 5x weekly and Science/SS approximately 2-3x weekly K/1 will have standards-based work packets every 2 weeks to complete. They will also have a chromebook to do work with online learning platforms used in the classroom to enhance and supplement instruction. Specials teachers (Art/Music/PE) will link their Google Classroom and activities to the classroom teacher's GOOGLE CLASSROOM 	<ul style="list-style-type: none"> All assignments will be virtual Assignments will be assigned through the use of Google Classroom and may include Moodle Students will follow their daily schedule
Assignment Completion Requirements	<ul style="list-style-type: none"> The classroom teacher will set completion dates with each assignment the same as for on-site classes. 	<ul style="list-style-type: none"> Same as noted by teacher for on-site class
Instruction (Live or Recorded)	<ul style="list-style-type: none"> Reading Block lessons LIVE or recorded Math Block lessons LIVE or recorded At some point in the first nine weeks, Classroom teachers will begin to include their virtual students 2-3x a week LIVE into the classroom for activities such as: morning meetings, SEL lesson, discussions, interactive read alouds, experiments, math manipulative activity, morning announcements, etc. 	<p>Various formats will be used for students to access class content and will include, but not limited to:</p> <ul style="list-style-type: none"> Participating in LIVE classes Viewing recorded lessons Viewing recorded lessons of core classes on the current day Utilizing a hybrid approach of participating in live core classes and taking PLATO courses Utilizing a combination of virtual classes and on-site Career Center classes
Attendance	<ul style="list-style-type: none"> Attendance will be tracked by the student/family submitting an Attendance Google Form every Tuesday and Thursday linked in their Google Classroom to the Virtual Coordinator. Virtual students will be held to the same attendance expectations and procedural guidelines as stated in handbooks. 	<ul style="list-style-type: none"> Attendance will be tracked by the student/family submitting an Attendance Google Form every Tuesday and Thursday linked in their Google Classroom to the Virtual Coordinator. Virtual students will be held to the same attendance expectations and procedural guidelines as stated in handbooks.

Points of contact for virtual families	<ul style="list-style-type: none"> • Classroom teacher • Principal • Counselor/FSS • Virtual Coordinator • Tech Department 	<ul style="list-style-type: none"> • Classroom teacher • Principal • Counselor/FSS • Virtual Coordinator • Tech Department
Parent Communication/ Contact	<ul style="list-style-type: none"> • Parent check-in will occur virtually every 2 weeks by the classroom teacher. • Counselor/FSS will check in with the parent on the off week of the parent virtual meeting. • Virtual Coordinator contact as needed • Principal contact as needed • All communication will be tracked on a common log for each building 	<ul style="list-style-type: none"> • For grade 7 families, parent conferences will occur virtually every 2 weeks with the student's "homeroom" teacher Counselor/FSS will check in with the parent on the off week of the parent virtual meeting. • For grades 8-12, parent conferences will be held virtually on a rotational basis with one of the student's teachers contacting parents every week starting week 3. Counselor/FSS will check in with the parent every 3 weeks • Virtual Coordinator will contact parent as needed • Principal will contact parent as needed • All communication will be tracked on a common log for each building
Social Emotional Learning (SEL)	<ul style="list-style-type: none"> • Rethink SEL program assignments assigned possibly 1x a week as the program develops • Counselor /FSS may plan a Google Hangout (formerly ZOOM) with individual and small groups of students for SEL support 	<ul style="list-style-type: none"> • Counselor/FSS may plan a Google Hangout (formerly ZOOM) with individuals and small groups of students.
MS/HS Elective Classes and LABS		<ul style="list-style-type: none"> • Elective classes will be available as the student schedule allows • Hands-on activities and lab activities may be limited for the virtual student • Emphasis will be on student understanding of skills taught vs practicing the skills
IEP Compliance	<ul style="list-style-type: none"> • All IEP students will have an IEP conference to determine the educational plan that best meets the needs of the student 	<ul style="list-style-type: none"> • All IEP students will have an IEP conference to determine the educational plan that best meets the needs of the student
ELL Compliance	<ul style="list-style-type: none"> • Sherri Bergum, Curriculum Director, is the contact person for all ELL support • Parent contact will be made to determine supports needed. 	<ul style="list-style-type: none"> • Sherri Bergum, Curriculum Director, is the contact person for all ELL support • Parent contact will be made to determine supports needed.
Extra Curricular /Co Curricular	<ul style="list-style-type: none"> • Virtual students will be permitted to participate in extracurricular and cocurricular activities. 	<ul style="list-style-type: none"> • Virtual students will be permitted to participate in extracurricular and cocurricular activities.

Activities		
Breakfast/ Lunch	<ul style="list-style-type: none"> • All New Castle Schools students including virtual students will receive free lunch daily. • Weekly meals will be available for pick up at either NCHS or Wilbur Wright Elem. on Wednesdays. 8-11 a.m. 1-2 p.m. or 4:30-5:30 p.m. Virtual families should sign up for their pick up location and time using this link which is also on the Virtual Academy registration page: • https://docs.google.com/forms/d/e/1FAIpQLScLn7rP4x0kiYEUMYout2iVEIBbzfcA5GvWhJTTFXbdMjcRoQ/viewform 	<ul style="list-style-type: none"> • All New Castle Schools students including virtual students will receive free lunch daily. • Weekly meals will be available for pick up at either NCHS or Wilbur Wright Elem. on Wednesdays. 8-11 a.m. 1-2 p.m. or 4:30-5:30 p.m. Virtual families should sign up for their pick up location and time using this link which is also on the Virtual Academy registration page: • https://docs.google.com/forms/d/e/1FAIpQLScLn7rP4x0kiYEUMYout2iVEIBbzfcA5GvWhJTTFXbdMjcRoQ/viewform
After School Care	<ul style="list-style-type: none"> • All virtual students may also attend after school care (Latch Key) at the schools that offer this programming. (Parker Eastwood, Riley, Westwood) 	

NEW CASTLE HIGH SCHOOL ATHLETIC RETURN TO PLAY PLAN

	Phase I	Phase II - July 20th - August 14th		Phase III
	July 6th - July 19th	July 20th - August 2nd	August 3rd - August 14th	August 15th
	(IHSAA Summer Activities)		(IHSAA Fall Sports Season)	

All Summer Activities are Voluntary

Participation	Athletes can spend 15 hours on campus/week	Sport Activity: Normal summer rules and guidelines Girls Golf Starts Official Practice on July 31st	Fall Sports: Practices allowed with normal in-season IHSAA rules and guidelines	Fall Sports: Contests can begin August 15
	Conditioning/Weightlifting: 4 sessions/week Athlete can attend one 2-hour session per day		Girls Golf: Contests can begin August 3	
	Sport Activity 2 sessions per sport/week Athletes can attend one 3-hour session/day/sport Same sport may NOT have activity consecutive calendar days		Non-Fall Sports: No Contact period through August 29	
	Football: T-shirt, shorts, shoes ONLY			
	No Interschool competition/scrimmages			
	No Interschool competition/scrimmages			
Social Distancing	Encouraged	Encouraged	Encouraged	Encouraged
Face Coverings	Coaches: Inside Required, Outside Optional		Coaches and Athletes: Optional	
	Athletes: Optional			
People allowed to be in attendance	Essential Personnel ONLY - No Parents, Spectators, Etc...	Essential Personnel ONLY - No Parents, Spectators, Etc...	Essential Personnel ONLY - No Parents, Spectators, Etc...	Spectators, media, and vendors can be present but should implement social distancing.
Alternate Command Structure	Command Structure for Coaching Staff should be established in case of illness.			
Health History & Physical Forms	All athletes must have a valid 2020-21 IHSAA Physical on file or a valid 2019-20 IHSAA Physical and the IHSAA Health History Update Questionnaire and Consent/Release Certificate on file. Must also have a signed concussion/ sudden cardiac arrest form on file.			
Activity Group Size	Activity groups may consist of no more than 20 students gathered together		No maximum activity group max, but social distancing encouraged	
Transportation	No activities permitted off campus		Cleaning regarding team or group transportation must be followed.	



	Phase I	Phase II - July 20th - August 14th		Phase III
	July 6th - July 19th	July 20th - August 2nd	August 3rd - August 14th	August 15th
	(IHSAA Summer Activities)		(IHSAA Fall Sports Season)	
Screening	Coaches must record attendance of all athletes, managers, staff, and other personnel who attend activities, and all participants must be screened before being allowed to participate. Students or staff who no longer test positive and/or no longer display symptoms of COVID-19 will follow the Return to School protocol listed in Appendix A of the IDOE Re-Entry Guidance			
COVID-19 SYMPTOMS	Any person with symptoms is referred to his or her primary care provider and not allowed to participate.			
Locker Rooms	NO LOCKER ROOM USE - athletes should report in proper gear and return home to shower at the conclusion.		Locker Rooms are OPEN - Practice Social Distancing when possible. If locker rooms or meeting rooms are used, 50 percent capacity is recommended.	
Equipment	If equipment must be shared, this equipment should be cleaned prior to use and immediately following usage.			
Student-Athlete Responsibility	Students are expected to shower at home, wash workout clothing immediately after, wash hands for a minimum of 20 seconds.			
Weightlifting	No Exercises requiring a spotter can be conducted. Weight Room capacity limited to 20 students	Free Weight exercises requiring a spotter can be conducted. Spotters should position themselves at the ends of the bar, rather than directly face-to-face with the athlete lifting.		
Contact Sports	NO CONTACT	CONTACT IS ALLOWED - As defined by Indiana High School Athletic Association		CONTACT IS ALLOWED - As defined by Indiana High School Athletic Association
Hydration Stations	No use of shared Hydration Stations - Personal Water Bottles only labeled with their name, and wash it at home after use.			
Competition	NO COMPETITION WITH OTHER SCHOOLS		NO FORMAL COMPETITION - Exception Girls Golf. (Formal Competition is considered an in-season contest.)	FORMAL COMPETITION BEGINS
Individual Athlete Gear and Equipment	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...
Appropriate Clothing	All Athletes should wear appropriate clothing, shoes, etc... at all times! Shirts are required at ALL times.			
Celebratory and Sportsmanship Acts	PROHIBITED			No Handshakes after contests. Modified Sportsmanship practices should be observed.

New Castle Career Center

COVID 19 Planning Certification Opportunities 2020-21

Students must qualify for dual credits and industry certifications

Career Program	Level/ Years in program	Guest Speakers	Work Based Learning	Clinical- Where, when, & why	Job Shadows- Where, why, & how often	Approval Request	Industry Certifications Available AHD, THD, & Pathway	Industry Certifications Available NOT eligible for AHD & THD	Approved	Requirements / Notes for all programs
Broadcasting	I & II	Limit 2 Guest speakers per month for student run studio WKPW	In studio at KHS		Not Mandatory	Approval needed for guest speakers only.			APPROVED	Two guests each month per program with social distancing. Speakers must wear masks and have smaller group interaction if distancing is not possible
Building Trades	I & II	Contractors & Habitat for Humanity	Some students intern with contractors second year. This is not a requirement for NCCER or OSHA.	NONE	Not Mandatory	Approval needed for guest speakers and second year work based learning. Neither are required for certification.	NCCER	OSHA 10-Hour Safety Certification	APPROVED	Students in all programs will wear masks while working/ interning
CNA	I	Limit 2 Guest Speakers per month (Temp check & face covering required)	Second semester students work as CNAs in long term facilities	Clinical at long term care facilities 4 days a week. 75 hours in nursing home requirement.	Hospitals, nursing homes, and rehabilitation. Ivy Tech simulation lab for clinical time. Hospitals and Nursing Homes are required to notify the Health Department with a positive COVID-19 Case. Students may not enter clinical site if there is a positive COVID-19 case.	Approval for clinical hours in nursing homes (REQUIRED FOR LIC.), Ivy Tech lab, & WBL second semester. PPE WILL BE USED. Hospitals and Nursing Homes are required to notify the Health Department with a positive COVID-19 Case. Students may not enter clinical site if there is a positive COVID-19 case.	CPR / AED Professional Rescuer; Indiana State Certified Nursing Assistant (CNA);		Meet again before clinical	Professional industry safety procedures will be taught in all programs.
Computer Operations	Desktop Support	Limit 2 Guest Speakers per month (Temp check & face covering required)	Outside agencies bring computers in for students to repair. Students often intern during the second year.	NONE	Job shadows optional	Approval for second year student interns needed.	CompTIA A+ Comptia IT Fundamentals		APPROVED	
	Network Fundamentals									
Cosmetology	I & II	25% of work must be completed on live models. Guest speakers (same rules as other programs) usually are a huge part of the program, this is not required.	12-15 Thursday nights are needed to help students reach the state hour requirement.		125 hours of the 1,500 total are allowed for job shadows.	Approval for students to attend evening sessions, have live models, & job shadow at salons.	Indiana State Board of Cosmetology License			Six clients at a time. Clients must sign in and the students working with the client must be documented. Everyone in the salon will wear a mask when it is open. Thursdays & Saturdays accepted.
Culinary Arts	I & II	Limit 2 Guest Speakers per month (Temp check & face covering required)	Second year students often work as interns in the culinary industry.	NONE	Job shadows	Approval for guest speakers and work based learning.	ServSafe Certification		APPROVED	
Dental Careers	I & II	Limit 2 Guest Speakers per month (Temp check & face covering required)		Students are required to have clinical hours.	Students are required to job shadow.	Approval for Clinical and job shadows both are required for credentialing.	Indiana Radiology Provisional License	CPR; National Entry Level Dental Assistant	Meet before clinical	
Early Childhood Education	I	Limit 2 Guest Speakers per month (Temp check & face covering required)	Students will visit elementaries & preschools.	NONE		Approval for elementary and preschool work based learning. Eastwood and Westwood only.			Approved- students must wear masks in elementaries. No preschool for SI meet before SII.	

Career Program	Level/ Years in program	Guest Speakers	Work Based Learning	Clinical- Where, when, & why	Job Shadows- Where, why, & how often	Approval Request	Industry Certifications Available AHD, THD, & Pathway	Industry Certifications Available NOT eligible for AHD & THD	Approved	Requirements / Notes for all programs
Education Professions	I	Limit 2 Guest Speakers per month (Temp check & face covering required)	Students work in elementaries and preschools	NONE		Approval for elementary and preschool work based learning. Eastwood and Westwood only.		CPR	APPROVED- students must wear masks in elementaries	Small groups in labs.
EMT & Public Safety	I	Limit 2 Guest Speakers per month (Temp check & face covering required)		Clinical hours at EMS and ER required. Clinical hours are not during school time (nights & weekends).		Clinical hours required for EMT Certificate	EMT Certificate	Tactical Certificate	Meet before clinical	
Graphic Design	I & II	Limit 2 Guest Speakers per month (Temp check & face covering required)	Students work for community organizations in the classroom.	NONE	NONE	Approval for guest speakers and industries to work with students.	Adobe Certification Associate - Illustrator & Adobe Certification Associate - Photoshop		APPROVED	
Health Careers	Senior year only program	Limit 2 Guest Speakers per month (Temp check & face covering required)		75 required clinical hrs in a nursing home for CNA. Clinical rotation in other facilities. Hospitals and Nursing Homes are required to notify the Health Dept with a COVID-19 Case. Students may not enter clinical site if there is a positive COVID-19 case.	Job shadows	Approval for required clinical hours in nursing homes/ hospitals and guest speakers. PPE WILL BE USED.	CPR / AED Professional Rescuer; Indiana State Certified Nursing Assistant (CNA); Pharmacy Technician;		Meet before clinical	
ICE	Senior year only program	Limit 2 Guest Speakers per month (Temp check & face covering required)	15 hours of WBL required each week	NONE		Students are required to work as part of the curriculum.			APPROVED- masks required when students are working	
Machine Trades	I & II	Scott Reasoner from Crown Equipment works with students every week. Crown pays him to train students. Temp/Mask rule applies	WBL in the industry.	NONE		Guest speaker from Crown & WBL	NIM Certification		Crown Equipment Rep. can continue working with students while wearing a mask. Students can do paid internships with proper PPE.	
Strategic Marketing	I & II	Limit 2 Guest Speakers per month (Temp check & face covering required)	NONE	NONE	3	Approval for guest speakers			APPROVED	
Pre-Engineering	I & II	Limit 2 Guest Speakers per month (Temp check & face covering required)	In Class	NONE		None	Autodesk Cert.		APPROVED	
Vet Science	I & II	Guest speakers can count as clinical time. Limit 2 Guest Speakers per month (Temp check & face covering required)	Grooming for Corp. staff counts as clinical time	Clinical at Vet. Offices and shelters required.	Job shadows count toward clinical time	Approval for clinical, job shadows, speakers, and pet grooming for corporation staff. This all counts toward required clinical for credentialing. PPE WILL BE USED.	Veterinary Assistant Certification (TVMA)	CPR, AED, Pet Tech CPR, First Aid, Elanco Vet. Medical Application, & Elanco Fundamentals of Animal Science	Clinical hours can be at Vet offices with proper PPE.	

Career Program	Level/ Years in program	Guest Speakers	Work Based Learning	Clinical- Where, when, & why	Job Shadows- Where, why, & how often	Approval Request	Industry Certifications Available AHD, THD, & Pathway	Industry Certifications Available NOT eligible for AHD & THD	Approved	Requirements / Notes for all programs
Welding	I & II	Limit 2 Guest Speakers per month (Temp check & face covering required)	Second year students often do WBL in industry. Students work on community projects.	Welding Processes	3	Approval for guest speakers and WBL.	American Welding Society (AWS) Sense Level I Certification	OSHA 10-Hour Safety Certification	APPROVED	
Adult EMT	Adults	EMS - Limit 2 Guest Speakers per month (Temp check & face covering required)		Clinical required at EMS and the hospital.		Approval for required clinical hours. PPE WILL BE USED.	EMT Certificate	Tactical Certificate	APPROVED	
Adult Barbering Course	Adults	There are four adults signed up. No more than 8 students at once. Human clients required for licensing. Salon recruiters as speakers.	This would be in the Cosmetology Lab in NCHS.			Approval for adult course in Cosmetology lab and live models. Live models are required. PPE WILL BE WORN.	Barber License		Approved	limit clients to 6 with proper PPE.

Updated May 28, 2020

Webinars

[Transition Activities and Services during COVID-19](#)

[Transition Planning during Continuous Learning - April 30](#)

Transition Assessments

[Indiana Secondary Transition Resource Center \(INSTRC\) Assessment Matrix](#)

[INSTRC Tuesday's Tip with how to administer transition assessments during continuous learning/eLearning/remote learning](#)

[Washington State Department of Social & Health Services Life Skills Inventory Independent Living Skills Assessment Tool](#)

[Student Dream Sheet Google Form](#)

When you open this link, it will prompt you to make a copy of this document. From there you will be able to use the form as your own. Please leave source credit at the bottom of this Google Form as a courtesy to your colleagues.

[Student Transition Survey with Pictures Google Form](#)

When you open this link, it will prompt you to make a copy of this document. From there you will be able to use the form as your own. Please leave source credit at the bottom of this Google Form as a courtesy to your colleagues.

[Adolescent Autonomy Checklist Google Form](#)

When you open this link, it will prompt you to make a copy of this document. From there you will be able to use the form as your own. Please leave source credit at the bottom of this Google Form as a courtesy to your colleagues.

Transition Activities and Services

Employment

Career Exploration

[Indiana Career Explorer](#)

[AGExplorer](#)

[KQED Career Exploration Videos](#)

[Roadtrip Nation YouTube Videos](#)

[myskillsmyfuture](#)

[What's it like to work at Zynga \(Video Game company\)](#)

[Nebraska Career Clusters - Virtual Industry Tours](#)

Job Shadowing/Work-based Learning/ Apprenticeships

[LearnmoreIndiana](#)

[K-12 Work-Based Learning Manual](#)

[Work-Based Learning and Apprenticeships](#)

[T-folio - Work-Based Learning Lessons](#)

Project-based Learning

[IDOE Promising Practices Google Folder](#)

Service-based Learning

[National Youth Leadership Council](#)

[IDOE Promising Practices Google Folder](#)

Education/Training

College Exploration

[Think College](#)

[JFF](#)

[CollegeBoard](#)

[Campustours.com](#)

Executive Functioning Skills

[Soft Skills to Pay the Bills](#)

[Peer-Assisted Learning Strategy \(PALS\)](#)

[Annotating Text Lesson and Resources from Scholastic](#)

[Example Checklist from Scholastic](#)

[Executive Functioning Skills Activity Guides from the Center of the Developing Child, Harvard University](#)

[Executive Functioning Skills for 7-12 year olds from the Center of the Developing Child, Harvard University](#)

[Executive Functioning Skills for Adolescents from the Center of the Developing Child, Harvard University](#)

Independent Living

Daily Living

[Got Transition/Center for Health Care Transition](#)

[15 Tips to Help Individuals with Special Needs Shop for Groceries](#)

Using Public Transportation

[Oregon's Travel Training Guide](#)

[National Aging and Disability Transportation Center](#)

Using a Motor Vehicle

[Indiana's Driver's Manual](#)

[Teen Driver Education](#)

Financial Literacy

[Jump\\$tart](#)

[MyMoney.gov](#)

[Pennsylvania Budget Tool](#)

[California Budget Tool](#)

[Finance in the Classroom](#)

[Practical Money Skills](#)

[High School Financial Planning Program](#)

General Resources

[Explore-work.com](#)

[CareerOneStop](#)

[Association for Career and Technical Education \(ACTE\)](#)

[O*NET Online](#)

[National Career Development Association](#)

[MyPlan.com](#)

[PACER'S National Parent Center on Transition and Employment](#)

[Indiana Secondary Transition Resource Center \(INSTRC\) - Making the Connection Guide](#)

[Indiana's Transition IEP Rubric](#)

[National Transition Assistance Center on Transition \(NTACT\)](#)

[Blind Abilities College and Career Exploration Podcasts](#)

[I'm Determined Website](#) - provides online versions of the I'm Determined App below

The following resources were provided by the National Technical Assistance Center on Transition (NTACT) in their weekly email update (week of March 20,2020). To subscribe to their weekly update or for additional transition resources please go to transitionta.org.

Providing Transition-Services for Students with Disabilities During the COVID-19 Outbreak

[Transition Resources During COVID-19 Outbreak website](#)

NTACT is aware that state and local education and service providers are challenged by the current health concerns, closings, and restrictions associated with COVID19. For informal guidance, please see the [OSERS Q&A](#) Providing Services to Children with Disabilities During the Coronavirus Disease 2019 Outbreak, which outlines states' responsibilities to infants, toddlers, and children with disabilities and their families, and to the staff serving these children. Additionally, the [Office of Civil Rights Fact Sheet](#) is available for reference. The U.S. Department of Education's mailbox for COVID questions is at COVID-19@ed.gov. Questions may be sent there and indicate that they are related to IDEA, when submitted.

NTACT welcomes questions and resource sharing by State Agencies regarding the provision of transition services during this period of time. We will be

connecting with State Agency representatives in secondary transition to provide support and connect with other states. [Email us!](#)

Free Apps for Students to Use on Their Phones

Available on Apple or Android

[Connected Futures](#)

[Quick Resume](#)

[30/30](#)

[DMV Genie Permit Practice Test](#)

[Do it...or not social skills for ASD kids](#)

[Socky](#)

[Smart Steps](#)

[Model Me Going Places 2](#)

[Card Talk](#)

[Turboviewer](#)

[Adventure Capitalist](#)

[Scholly - Scholarship Finding App](#)

Available on Apple ONLY

[Project Foodie](#)

[See.Touch.Learn](#)

[I'm Determined App \(Person-Centered Planning\) Ipad ONLY](#)