
Gilbert Schools Staff FAQ (Updated July 15, 2020)

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Infrastructure

What will the hybrid model look like?

The Parent Choice Model

Parents will choose between remote or onsite. Onsite will be a four day schedule with Wednesday as a remote learning/PD time. (through Oct. 2nd - this will be re-evaluated at the Sept. 14th board meeting.

State Mandated hybrid Model- (if we are required to go to 50% capacity)

A week/B week - it is mandated that students are onsite for at least 50% of their learning in a two week period.

Will students be allowed in the building prior to classes beginning and after the last class ends?

Elementary: Students will be allowed in the building at 7:45. There will be designated areas for students to wait until the bell rings at 8:05. No students, with the exception of Kids Club, will be in the building after dismissal.

Intermediate: Students will be allowed into the building starting at 7:45. There will be designated areas for students to wait until a staggering dismissal begins at 7:55. Students will not be allowed to be in the building after dismissal, with the exception of Kids Club.

Middle School: Students will be allowed into the building before school in three locations and sent to classrooms at 7:50am. At the end of the school day, students will not be allowed to hang out in the building

High School: Students will be allowed into the building before school in the commons and sent to classrooms at 7:50am. At the end of the school day, students will not be allowed to hang out in the building

How will the schedule look for Hybrid?

Building principals will work with staff on schedule changes necessary to ensure health & safety as our number one priority.

Will students switch classes/periods?

HS: Yes

MS: Yes

INT: Yes

EL: The elementary students will remain with their homeroom classes. They will go to one special per day, lunch and recess. Students who qualify for special education or Title I reading go to those rooms individually or in groups of 2.

Will transition/passing times be different?

INT: Schedule will indicate staggering transitions. Masks will be required in the hallways during transitions.

MS: No

HS: Masks will be required.

Will students be eating in our classrooms?

Each building principal will work with their staff to come up with the best plan for student lunch.

How did the committee decide to have kids come every other day (if we are in a Hybrid model) instead of two days back to back? This version of a hybrid model has been taken off the table.

The committee and administration felt that it was important to space our time with kids for face-to-face interaction/instructions. If a student came on Tuesday and Wednesday, then we wouldn't see that child again for 5 days. Doing it every other day, we have our eyes, can provide lunch, supports, etc., on kids a little more frequently.

Will I have technology support if we are teaching online?

Yes! The Infrastructure and Curriculum committees have many pieces in place for teachers and students alike to be successful!

What happens with shared staff classrooms?

Staff will still share classrooms, which will have cleaning supplies readily available.

What happens if we have a sub shortage?

The district is hiring 4 floating substitute teachers. Each will be assigned to a specific building and will work daily where needed.

Will I be expected to teach face-to-face AND remotely?

Possibly.

Depending on the number of students who choose remote learning, teachers may need to provide instruction for both in-person and remote learners. For that reason, there will not be students in the building on Wednesdays to give teachers time to plan for both groups. The Wednesday remote learning day will run through Oct. 2nd. It will be reevaluated at the Sept. board meeting. It may be decided to continue on at all buildings or some buildings. It could also be changed to an early dismissal day. The number of remote learning students will guide that.

Will we be expected to teach online if we are quarantined?

Possibly. If you are quarantined based on potential exposure, but you are not experiencing symptoms and did not test positive, you may be given remote learning responsibilities.

When will we know if we have to change our method of instruction (hybrid and remote learning?)

The DE is developing a matrix for districts to use when moving from one to another. If a student or staff member tests positive contact tracing will be done. This could mean that certain students or classrooms go remote within a day.

Will I be required to be at school if students are not?

Based on the plan adopted by the school board on July 20, staff will be teaching at school on Monday, Tuesday, Thursday and Friday. On Wednesdays, teachers will have time to plan for on-site and remote learning, make connections with remote learning students, and have PLC meetings. The expectation is that staff will be at school on Wednesday.

Will we mix up kids for Tiger Time/Success Center?

Elementary: We will not start the year with Tiger Time. That will be re-evaluated as the year and conditions change.

Intermediate: We will not begin the school year with mixing up grade levels for Tiger Time.

Middle School: Yes, kids will go to Tiger Time groups

High School: Yes, providing the interventions and support for students is important.

Health & Safety

Which guidance are we following?

The CDC, AAP, Story County Public Health, Iowa Dept. of Education

Will masks be required by students?

Yes. Students will be required to wear a mask if they are not distanced by 3+ feet OR a partition is not provided as a barrier. At the elementary level, students will be wearing face shields when they are within three feet (and expected to keep them on throughout the day regardless of distance.)

Will masks be required by staff?

Yes. Staff will be required to wear a mask if they are not distanced by 3+ feet OR a partition is not provided as a barrier.

Will masks be provided to students and staff?

Yes. Gilbert Schools and PTO will purchase 2 cloth masks per student and staff member. If you haven't filled out the face covering survey sent by Lynne Reid on Saturday July 18th please do so ASAP.

Will the school be taking temperatures of staff & students each day?

No. It will be the responsibility of each staff member and family to take temperatures before you arrive at school. The assumption is that you will not come to school if you have a temperature of 100.4 and higher.

Will plexiglass surrounds be provided for staff?

Please talk to your building principal if you desire to have this for your desk. Many teachers don't use a desk or don't teach/work with kids from their desk. This will be on an individual basis.

Where will plexiglass be used?

Plexiglass will be used when working with a student 1:1 or a small group as a barrier. If you do not have the plexiglass barrier, you should be wearing a mask. We will also have plexiglass barriers when students seats cannot be three feet apart.

Will water fountains be in use?

Yes and No. Drinking from the fountains will not be available. Water bottle filling stations will be allowed.

Will students be allowed to use lockers?

Yes. Students will not be able to share lockers and going to lockers will have to be staggered.

Will I be able to have cloth seating in my classroom?

No. If you have futons, pillows, cloth bean bags, etc. that are your personal items, those will need to go home. If they are school purchased, they will be stored.

Will there be funds to purchase classroom items to promote distancing (carpet spots, individual desks, supplies, etc.)?

Yes. Funds are available and will be used for prioritized items. Please talk to your building principal with requests/needs that you may have.

What will recess look like?

Each building principal will work with staff to determine the most appropriate plan for recess.

What will specials/exploratory classes look like?

Each building principal will work with staff to determine the most appropriate plan for these classes. Each one will have a bit of a difference.

Will hand dryers be used?

No. All hand dryers will be replaced with paper towel dispensers

Will rooms be cleaned in between periods/student changes?

Teachers will have access to spray disinfectant that will be used to clean desks/tables between classes.

How often will my classroom be cleaned?

Classrooms will be cleaned on a daily basis and more frequently when possible. We are in the process of hiring additional custodial staff to meet the needs of each building.

How many students can be in a classroom at one time?

We will strive to keep students 3+ feet apart in classrooms at all times. Number of students may vary depending on the size of the classroom.

Who is responsible to keep students at a safe distance in the classroom?

Each teacher will be responsible for their classroom. Please talk to your building principal if you have any needs, ideas or need support.

What if a student or staff member tests positive for COVID-19?

The District will work with Story County Public Health to do contact tracing and to determine if others will need to be tested. Results of contact tracing will determine the next course of action. Students/teachers could be quarantined.

Will community/shared items be able to be used?

No. Sharing of items, utensils, manipulatives, etc. is discouraged. Talk to your building principal if you are in need of additional materials for each student.

How will safety measures be used on the bus?

Both passengers and the driver will be expected to wear masks. Students will have assigned seats and partnered with family when applicable. Buses will be sanitized after each trip.

How long and who will be required to quarantine if tested positive or exposed?

Results of contact tracing done by Story County Public Health will determine how long (or if) someone needs to be quarantined. Right now it is 14 days.

How will parents be notified if someone tests positive?

The District will notify all parents that need to be notified.

How will air circulation and filtration be handled in order to ensure safe air for all?

Air circulation changes will be adjusted to provide air exchange on a more regular basis. Air filters will also be changed 50% more than usual to help with air quality.

How often will PPE equipment be cleaned and/or replaced?

Personal PPE will be cleaned by each individual. A cleaning plan will be in place at each building. Talk to your building principal if you are in need of new equipment.

How will social distancing guidelines be enforced and what consequences will there be if they are broken?

It is an expectation that students wear masks when social distancing cannot be achieved. You will be fully supported by building administration if issues come up. Building administration will cover this further.

Social, Emotional & Behavioral Health

Will we have counselors available if or when a staff member or student or student family member got seriously ill or died as a result of opening?

In the event of a traumatic event, our current procedures include partnering with school counselors from other buildings and districts as well as local religious leaders.

What supports will be in place to support mental health?

The Social, Emotional, Behavioral subgroup of the Return To Learn Committee has worked to identify resources for staff, students and families. These resources will be made available via a page on the district website. School counselors will be working on lessons for students around stress and anxiety.

Curriculum & Standards

The Return to Learn plan states, "There will be regular horizontal and vertical team collaborations each week " - the high school presently does not meet as a grade level team. Will time be provided for this for us?

Time will be structured on Wednesday to ensure this can happen.

I have focused a lot on getting students to talk about their math problems and reading another's paper from 6 feet away doesn't work well. I want to be an effective teacher while maintaining the health of students and staff.

There are a few options:

- *The School Board has required masks when students are working within three feet of each other. Students can talk about math problems while wearing a mask.*
- *Our district's policy is to maintain 3 feet of distance before wearing a mask or needing a barrier; students could be sitting 3 feet apart.*
- *Classrooms will have plexiglass barriers to separate students. Students could discuss sitting on either side of the barrier.*
- *Using technology, Google docs for example, would be a great way for students to share work and collaborate from a safe distance.*

Will I be expected to teach kids face-to-face as well as remotely?

Depending on the building and number of students choosing remote learning, teachers may have students learning remotely. Wednesday has been set aside as a day for preparation and communication for remote learners.

If a student misses a lot of school due to COVID-19, how will their attendance be marked and who will be responsible to keep them caught up? Classroom teacher or Online teacher?

Teachers, with support staff and admin, will work with students who miss school to help them keep up and/or catch up upon their return. Attendance will be managed on a case-by-case basis, with missed due to COVID being dealt with like missed days to other illnesses.

If online, what electronic reading books with students have access to?

This varies by building and book. Work with your building principal, instructional coach, or Lynne Reid on specific book information.

Will we be required to zoom with students if we are partially or all remote?

Yes. There is more detail on remote teaching expectations in the infrastructure portion of the Return to Learn Plan.

PD for organizing kids learning/materials if we're teaching remotely.

The Microcredentials and additional PD to take place during pre-service days are opportunities for staff to prepare for any instances of teaching remotely.

Will there be typical requirements for teachers for ICDP, PBL, PLC, IPI, TLS, etc.?

ICDP will be required. PBL units can still be implemented. PLC meetings will be required. IPI data collection may have to be put on hold, but student HOT engagement strategies will still be used in the classroom. TLS will still be implemented. Flexibility and modifications most likely will occur in all areas.

Will 2 teachers be required in zoom/hangout meetings?

Yes.

If students should not share books (novels, texts, etc.) will more be ordered?

If you have specific concerns, please work with Lynne Reid to see if there are online options available. Additionally, reach out to your building principal or Carrie Clark if more copies need to be ordered.

Equity

How will I meet specially designed instruction if kids are remote learning?

Special Education teachers will need to review current IEPs and convene an IEP meeting in the fall. The Department of Education has released guidance on meeting IEP requirements in remote, hybrid and on-site learning models.

[Return to Learn Special Education](#)

[Iowa Department of Education Guidance \(scroll down to special education section\)](#)

How do I implement safety requirements with students with a disability?

If we come back at 50% capacity, what is the plan for students with needs (SpEd, ELL, ELP)?

Our current plan does not have students coming back at 50%. The special education team will meet in August to talk through logistics and help problem solve. We realize that some of our highest need students may struggle with some of the mitigation factors. Like any behavior, we can implement a plan to teach a behavior (wearing a mask or a face shield, washing hands, social distancing, etc.)

Other (not sure where these go)

If I test positive for COVID-19 as a staff member and it was transmitted at school, will I be required to use personal sick leave? What does Workman's Comp cover?

Leave may be available under the Family First Coronavirus Response Act (FFCRA). The FFCRA includes up to two weeks of emergency paid sick leave for qualifying COVID-19 related reasons. Employees may also use available sick or other leave if absence from work is necessary due to a COVID-19 related reason.

Workplace injuries and illnesses are covered by Workers Compensation Act and the Iowa Occupational Disease Compensation Act. An employee making a claim under these laws will have to prove that it was an exposure in the workplace that caused their illness. If they can make that case, they may be entitled to medical benefits and compensation.

You should let your building principal know as soon as possible and together with the Business Office, we'll work through options.

Please view [Workman's Comp guidance](#).

What are my options if I am personally high risk and it is not recommended for me to go to work?

The FFCRA allows for up to two weeks of emergency paid sick leave for qualifying COVID-19 related reasons. If an employee does not meet any of the criteria listed in the FFCRA, then he/she may be required to report to work if the individual is not otherwise eligible for other leave or other leave is not available. If an employee is eligible, but has already exhausted all available leave, including FFCRA, FMLA and banked sick or vacation leave, the employee may be required to report to work. In some cases, employees may also be eligible for a reasonable accommodation that will enable the employee to perform the essential functions of the job. A request for alternate placement, alternate position and/or an unpaid leave of absence may be considered on a case-by-case basis.

You should let your building principal know as soon as possible and together with the Business Office, we'll work through options.

What if my child tests positive or has to be quarantined, will I be given paid leave to be with them?

Leave may be available under the Family First Coronavirus Response Act (FFCRA). The FFCRA includes up to two weeks of emergency paid sick leave for qualifying COVID-19 related reasons, including reasons related to the care of a child who is subject to a quarantine order. Employees may also use available FMLA leave, family illness leave, or other leave if absence from work is necessary due to a COVID-19 related reason.

You should let your building principal know as soon as possible and together with the Business Office, we'll work through options.

How does the school want us to address ideological differences among students (i.e. political opinions)

Staff Concerns

- Not having buildings on the same page
- Teacher illness and the need for substitute teachers. I wonder if there will be enough guest teachers to fill in for teachers who are ill. Knowing teachers we will find there is no guest teacher available and come to school sick or not ...
- Keeping safe distances in classrooms and hallways
- Not burning myself out if teaching with a non-traditional schedule.
- Sick and family leave because of COVID was mentioned MANY times
 - One asked if it is covered under workmans comp?
- Amount of notice given to prepare for remote learning, meeting needs of all students, teaching a new math curriculum that doesn't mesh well with online learning, providing effective remote learning opportunities.
- My biggest concern is how we are will mitigate risk if we return 100% students, as there is no vaccine and prevention is our only line of defense against COVID-19. If we stand by our stance of following public health & CDC guidelines, we would try to maintain social distance of 6 feet first, then barriers, and finally face coverings. If we do not have social distance of 6 feet (which it has been stated that 10-16 are the max numbers in rooms that we can maintain that distance), will we have tons of barriers or will we have to wear masks 8+ hours a day?
- Those with young kids...if hybrid is the way we go
- I do not want to wear a mask - it should be optional
- The option to fully re-open as if everything was business as usual would be wildly irresponsible, and that's putting it mildly.

Staff Suggestions

- Require masks IIII
- Option for shields so students can see us
- Limited transitions for students
- Social distance
- Provide resources/tools/apps to assist in remote learning II
- Preservice days for teachers to plan and meet - little PD II
- More communication IIIII III
- Hybrid is the best choice
- Go online
- Don't shutdown the classroom inf 1 student contracts COVID-19

- Provide enough cleaning supplies
- No additional PD requirements (POG, IPI, PBL, PLC, etc.)
- We need to be back at school
- Increase staff input

Supports suggested by staff in order to transition back to work

- Extra planning time
- Flexibility
- emotional/social support II
- Continue to work as a team
- Avoid new initiatives
- More communication III
- Appropriate PD III
- PPE

Tools need to transition back suggested by staff

- Hand sanitizing stations
- Masks
- Plexiglass
- Disinfectant

Other:

- What if a student/staff member dies
- What if a staff members health is at risk and they can't return