

Cutter Morning Star  
Continuity of Services Plan  
Ready for Learning Plan  
2021-2022 School Year  
and  
Planning for 2022-2023  
School Year.

Reviewed/Updated April 15, 2022

# 1. Letter from Superintendent

Dear Cutter Morning Star Family:

Cutter Morning Star remains committed to providing a high-quality education for all students. Health, safety, and security will always be our greatest priority for our students. However, as we approach the new school year, in a time no one could have imagined, we know that all students, staff, and families will have many questions and concerns for what the new school year will look like. While we do not have all of the answers, our hope is that this document will provide some answers to your questions. We will continue to update this document as new information arrives.

The information in this document has been created from the latest information and feedback from the Governor's Office, Arkansas Department of Health, Division for Elementary and Secondary Education, educational leaders, health care professionals, and various organizations and groups..

The information within this document is subject to change. However, it is our desire to continue to receive feedback from our community of teachers, parents, students, and community members as we move closer to the start of school on August 16, 2021.

Our kids need our teachers. Our teachers need to connect with our students. Teachers are a vital part of the growth of our students for their academic and social/emotional development. We need our students in school every day to be able to support them in all the ways they need us.

The Journal of American Medical Association reports that children younger than 10 years account for only 1% of COVID-19 cases. While that may be comforting to some it does not reduce our commitment to protecting your child and our teachers. Furthermore, the social/emotional impact on students from this pandemic could be more damaging than the virus itself. Therefore, we need to remain vigilant and united to do the best we can to start school on August 24th.

[The American Academy of Pediatrics strongly advocates that all policy considerations for the coming school year should start with a goal of having students physically present in school. The importance of in-person learning is well-documented, and there is already evidence of the negative impacts on children because of school closures in the spring of 2020. Lengthy time away from school and associated interruption of supportive services often results in social isolation, making it difficult for schools to identify and address important learning deficits as well as child and adolescent physical or sexual abuse, substance use, depression, and suicidal ideation. This, in turn, places children and adolescents at considerable risk of morbidity and, in

some cases, mortality. Beyond the educational impact and social impact of school closures, there has been substantial impact on food security and physical activity for children and families.

Policy makers must also consider the mounting evidence regarding COVID-19 in children and adolescents, including the role they may play in transmission of the infection. SARS-CoV-2 appears to behave differently in children and adolescents than other common respiratory viruses, such as influenza, on which much of the current guidance regarding school closures is based. Although children and adolescents play a major role in amplifying influenza outbreaks, to date, this does not appear to be the case with SARS-CoV-2. Although many questions remain, the preponderance of evidence indicates that children and adolescents are less likely to be symptomatic and less likely to have severe disease resulting from SARS-CoV-2 infection. In addition, children may be less likely to become infected and to spread infection. Policies to mitigate the spread of COVID-19 within schools must be balanced with the known harms to children, adolescents, families, and the community by keeping children at home.

Finally, policymakers should acknowledge that COVID-19 policies are intended to mitigate, not eliminate, risk. No single action or set of actions will completely eliminate the risk of SARS-CoV-2 transmission, but the implementation of several coordinated interventions can greatly reduce that risk. For example, where physical distance cannot be maintained, students (over the age of 2 years) and staff can wear face coverings (when feasible).]

Therefore, we need to remain vigilant and united to do the best we can to start school.

Sincerely,

Dr. Nancy Anderson

## 2. Frequently Asked Questions

### Parent Information Guide

#### **Will bus transportation be provided for our students?**

- Yes, we are planning to run our normal bus routes at the normally scheduled times.

#### **What safety measures will be implemented in regard to cleaning and sanitizing our schools and classrooms?**

- We will sanitize classrooms, buildings, and playground equipment before, during, and after school hours.
- Support services personnel will thoroughly clean all areas of our school.

#### **How will our classrooms be sanitized throughout the school day?**

- Staff will be expected to assist in sanitizing their own work areas, prior to transitioning to another area. Students may assist, where appropriate.
- Each classroom, office, and larger areas will have a spray bottle of disinfectant, gloves, and hand sanitizer.

#### **School buses?**

- Each bus will have a spray bottle of disinfectant and/or disposable disinfecting wipes, gloves, and hand sanitizer.
- Sanitizing will occur after each route is completed and students are no longer on the bus.

#### **Will I be able to eat lunch with my student? or bring lunch from a restaurant?**

- Until further notice, parents/guardians will not be allowed to eat lunch with their students. The delivery of restaurant food will not be allowed.

#### **Visitation Policy?**

- CMS will suspend the parent visitation policy throughout the end of the 2021-2022 school year and will review this prior to the beginning of the 2022-2023 school year..

#### **What is the first day of school for students?**

- School will begin on Monday, August 16, 2021.

#### **Who will be required to wear face coverings?**

- Effective October 12, 2021, face coverings are recommended for students and staff but are not required..
- In order to reduce the number of student passengers on our buses, we are asking families to consider taking their children to school, if at all possible.

#### **What will the school day look like for our students?**

- Our goal is to have as normal a school day as possible for our students. We will make adjustments depending on what we are being advised to do by our state experts. The district has a contingency plan that may be implemented based upon current guidance or recommendations. We are working on a plan for the younger students to help with

transitions. Building principals and classroom teachers will be sending this information home as soon as possible.

**Will my elementary student have recess?**

- Yes. Classes will play in separate areas on the playground and will not mix with other classes. Students will continue to receive 40 minutes of recess per day.

**Will physical or social distancing guidelines be observed?**

- Yes, to the extent possible in a public school setting. We realize that there are many situations where this is not practical or best for student learning. We will do what we can to arrange classrooms differently in order to observe physical distancing as much as possible.

**What will happen if a teacher, staff member, or student tests positive for COVID-19?**

- If anyone should test positive, we will follow the latest guidance and protocols from the ADH. Our District Point of Contact will work closely with the Department of Health on how to proceed. The point of contact number is: **501-385-3719**

**Will teachers, students and staff be monitored daily?**

- Teachers, students and staff will self-monitor daily. Any persons that are not regularly at school will be screened by our screening tool (substitutes, school personnel from other campuses, student professional services, etc.)
- Parents will be asked to screen their children daily before going to school. Parents should check their child for the following:
  - Fever (100.4 or greater)
  - Cough
  - Shortness of breath
  - Loss of smell or taste
- Further details will follow when they become available

**What happens if students are running a fever?**

- Our updated procedures are that if any adult or student is running fever must go home and be fever free for 24 hours without medication before they can return. However, we will follow ADH guidelines as recommended related to COVID-19.

**Test Exemption practice?**

- All students will participate in State Mandated Testing for the 2021-2022 school year.

**What will extracurricular activities look like in the fall (i.e. sports, band, choir, theatre, etc.)?**

- Our current plans are to have all extracurricular activities begin as scheduled. We will follow guidance from the Arkansas Activities Association and DESE.

**Where will my student eat lunch if physical distancing is to be followed?**

- Students will be distanced to the extent possible in the cafeteria.
- As required students will have assigned seating during the lunch period to help limit contacts.
- Breakfast in the classroom will be expected on the elementary campuses.
- Grab and go breakfast and lunch will be available for some campuses.

**Will family events be planned for the 2021-2022 school year?**

- Elementary students will have a modified Field Day in May 2022. The modification to Field Day will be due to the construction of the new football field.
- We will have the annual Daddy Daughter Dance as we have in the past.
- Other family events may be planned.

**Will after school tutoring and summer programs be offered for students?**

- After School tutoring and summer programs will be offered to students based on teacher recommendation.

### 3. Building Procedures-Facilities Cleaning Procedures

**Facilities Cleaning Procedures for 2021-2022 School Year**

In order to comply with the latest sanitation/cleaning requirements, the following procedures will be in place before the start of this school year. We will adjust as guidance and circumstances change.

**THE FOLLOWING PROCEDURES WILL BE IN PLACE FOR:**

**CLASSROOM**

- Desks and common areas will be wiped down by (non-custodial) staff at the required times throughout the day, using towels and spray bottles provided.
- Hand sanitizer and disinfectant bottles will be refilled by non-custodial staff as needed.
- Used towels will be placed within the provided trash bag, turned into the building office by 3:30 at the end of the day. Towels will be washed and picked up by non-custodial staff in the building offices the next morning when you check in.

**WATER FOUNTAINS**

- Use of traditional push-bar/button water fountains will be eliminated.

- We have installed water bottle filling stations in every building to allow students to fill/refill their water bottles.
- Students will bring their water bottles from home.

## **PLAYGROUND EQUIPMENT**

- Playground equipment will be cleaned throughout the day using a disinfectant. (CDC approved)

## **BUILDING PROCEDURES & PROTOCOLS**

Hallways: Eagles flight paths will be placed in the hallway to direct traffic and Eagles will use appropriate social distancing. If social distancing is not feasible during class changes, face masks will be recommended.

Restrooms: Restrooms will receive frequent cleaning and disinfection.

Restroom breaks will be structured and scheduled by each building principal. Students in grades 5-12 will use restrooms as needed in between classes. Masks/face coverings will be recommended in the restroom. Students with a restroom emergency will be required to sanitize their hands before leaving the classroom and upon returning to the classroom.

Cafeteria staff will sanitize all tables with soapy water and then spray them with disinfectant before lunch shifts begin. The tables will be wiped and sprayed again between each lunch shift. The cafeteria staff may wear masks/face coverings and gloves while serving food. Elementary students will continue breakfast in the classroom with a teacher, student, or cafeteria staff retrieving the carts but only the teacher or cafeteria staff handing out the food individually. The teacher will ensure that the classroom tables are wiped or sprayed before serving breakfast.

For grades 7-12, breakfast will be available at school with cafeteria staff handing out breakfast to students. If students are not eating school-provided lunch students must bring their lunch with them to school. **Parents may not drop off outside food to the office.**

Cafeteria procedures for breakfast and lunch will be determined by each school. Start and end times for lunch will be staggered and will be determined by each school.

Cafeteria workers will be ready before time. This is crucial in order to have this run as smoothly as possible. Eagle Flight paths will be used to keep the flow of traffic moving while allowing for social distancing. Seats, where students can and/or cannot sit, will be marked clearly. Students with a lunchbox will remain in the lunch line in order to sit in their line order.

Please see Chartwell safety Guide if needed.

## **ROLE OF CUSTODIAL STAFF**

- The cleaning company will be responsible for sanitizing hard surfaces outside of the classroom. These are to include, but not limited to, bathrooms, water faucets, door handles, playground areas, and assisting in the cafeterias if needed. The custodial staff will practice routine deep cleaning of the classrooms each night based on ADH recommendations and fog them daily.

## **ROLE OF NON-CUSTODIAL STAFF**

- Non-custodial staff (Teachers, Aides, etc.) will be responsible for cleaning the areas within the classroom.
- Materials available in each classroom will be as follows:
  - 5 cloth towels
  - 1 spray bottle
  - Spray bottle with (CDC approved) disinfectants based on availability:
  - 1-32oz bottle of hand sanitizer
  - Trash bag to collect used towels
  - Disposable gloves will be provided based on cleaning disinfectant used

## **4. District Communication Plan**

CMS is committed to providing families, employees, and our community with timely and accurate information

There will continue to be regular district wide updates through the CMS App and school messenger when needed. CMS's district website and its social media accounts; Facebook and Twitter will stay up to date to deliver information in a timely manner. Important information and updates will be available on individual school websites and social media accounts as well. Building leaders may utilize School Messenger to deliver information to parents and staff as needed.

To receive information from CMS and your student's school through text or voice message please give your preferred contact information to your student's school during e-school registration.

Contact District Communications

cms.eagles@cmseagles.net or at 501-262-2414 for more information.

## 5. Safety and Wellness

CMS Nurse will continue coordinating with local, state, and federal governmental agencies including ADH.

School nurse will serve as the primary point of contact for our district COVID-19 related questions. They will contact CMS Point of Contact.

Point of Contact phone number: 501-262-2414 ext 180 or 501-385-3719

## 6. Student Support

### **Social Emotional Learning (SEL) Plan 2021-2022**

#### **District Objective:**

A heavy emphasis will be placed on relationship building with students throughout the district.

This is to both provide additional support during this stressful transition and to rebuild academic stamina of students while teaching tools for emotional regulation, problem-solving, and relationship building.

- Emotional Regulation: Skills that help individuals manage thoughts and feelings, and behaviors in a proactive, socially appropriate way.
- Zones of Regulation: A teaching approach to identify and apply regulation skills to build self-regulation and emotional control.
- PBIS: Positive Behavior Interventions and Supports. A framework to view data and practices to guide buildings in the creation of safe and supportive academic environments. PBIS is not a specific program, but rather, a way to evaluate needs and apply strategic interventions to address student SEL needs resulting in greater academic gains and improved student emotional regulation, engagement, and behavior.

#### **Supportive Resources:**

Staff: Counselors, Mental Health Liaison, Curriculum Director, Administrators

#### **Teacher Wellness Supports:**

Buildings are discussing ways to support teacher health and wellness.

## **HEALTH & SCREENING INFORMATION**

The following guidelines are based on the Department of Elementary and Secondary Education (DESE) and the Arkansas Department of Health (ADH) guidelines. Should those guidelines change, the CMS School District guidelines will change as well.

### **STAFF SCREENING**

All staff will self-screen. The screening tool will be posted at all main entrances of all buildings. Staff should stay at home if they are ill. Any staff member with a fever of 100.4 degrees or greater or symptoms of possible COVID-19 virus infection should not be present in school and the school nurse and administrator should be notified.

### **STUDENT SCREENING**

All students are required to be screened and complete temperature checks prior to arriving at school daily or going to the bus stop. Parents should keep their child at home if they are ill. Any student with a fever of 100.4 degrees or greater or symptoms of possible COVID-19 virus infection should not be present in school and the school nurse should be notified. If a student has tested positive for COVID-19 and has remained in quarantine for 14 days, they are required to have a letter of release from ADH and be fever free for 48 hours upon returning to school. No names of positive COVID-19 cases will be released by school personnel in accordance with Health Insurance Portability and Accountability Act (HIPAA).

### **ILLNESS PROTOCOLS**

CMS is aligned with the ADH and CDC guidelines regarding symptom screening and what to do if a student or school staff member becomes sick with COVID-19 symptoms. Nurses will refer to the [school communication COVID-19 flow chart](#) if/when a student or staff member shows symptoms. The school nurse will have a separate room/area for ill students or staff to isolate them and utilize appropriate personal protective equipment (PPE). Students must be fever free for 48 hours after any sickness/illness before returning to school.

If a positive case of COVID-19 is confirmed from one of our schools, the District will consult the ADH and the [Arkansas Department of Education's Response Levels](#) for guidance.

### **STAFF & STUDENT SAFETY**

The safety of our students and staff is of the utmost importance to Cutter Morning Star School Districts. The guidance below is based on that of the ADH and DESE to provide a safe and healthy environment for all who enter our buildings.

## **TRAVEL RESTRICTIONS**

CMS has discontinued all travel to conferences and workshops until further notice, unless pre-approved by the office of the Superintendent.

## **MASKS/FACE COVERINGS**

All staff and students will be recommended to wear masks/face coverings in common areas such as hallways and restrooms and during transitions between classes.

All face masks must be worn properly and meet district policy in regard to clothing. According to the Student Handbook, clothing and accessories that are not allowed include, but are not limited to, the following: "Clothing that displays obscenities, promotes violence, including pictures of guns or other weapons, has sexual implication/content or has reference to alcoholic beverages, tobacco or illegal substances." The face covering material or depictions should not be a disruption to the learning environment.

## **SANITATION STATIONS**

Hand Sanitizing stations will be located at all building entrances, cafeteria entrances, restrooms, bus entrances, all classrooms and in high traffic areas, such as hallways. Students will use these stations to sanitize one at a time. All classrooms in the elementary school have sinks for frequent hand washing.

## **SEATING**

For the safety and well-being of our students and staff, seating charts, class lists, bus/class lines, and cafeteria seating will be specific at each school.

## **CLASSROOM SANITATION & SOCIAL DISTANCING**

Non-essential items should be eliminated from the classroom when feasible. During the school day, the surfaces will be cleaned between classes by the classroom teacher or designee with approved disinfectant provided by the district. The last 2-3 minutes of class may be used to ensure proper disinfection. Items such as pillows, couches, and other cloth items that cannot be easily sanitized will not be allowed in classrooms. Learning centers, manipulatives, science lab tools/equipment, instruments, and books used by students will be sanitized between each use. Students will have and use their own school supplies with no sharing of supplies.

In classrooms, space will be maximized between desks and tables with furniture being arranged as far apart as feasible to accommodate social distancing. Teachers will remove non-essential items and items that cannot be disinfected properly.

Doors will be labeled for one way entering and exiting when feasible.

## **Performance Classes**

While performing, speech and choir students will follow DESE guidance to the extent possible. Theater classes will adjust their methods within the classroom to allow for social distancing or may wear a mask/face covering when feasible. The Arkansas Activities Association and officials at the Arkansas Department of Health have established guidelines governing instrumental music, marching band, concert band, ensemble or inside rehearsals.

## **Technology**

All chromebooks, laptops, ipads, and other technology will be cleaned with disinfectant after each use. To eliminate the sharing of devices, a Chromebook will be assigned to all K-12th grade students shortly after the beginning of school.

## **Activity Classes**

K-6 activity classes will be held in normal spaces. P.E. may go outdoors or remain in the classroom when there is inclement weather.

## **Playground & Physical Education**

Outdoor playgrounds will be regularly cleaned with disinfectant. Hand hygiene should be emphasized before and after the use of these spaces.

During Physical Education classes, contact sports will be avoided.

## **Hydration Stations/Water Bottles**

Students are encouraged to bring a clear water bottle daily. Touchless water hydration stations will be available for students to refill water bottles. Public use of water fountains will be prohibited. It is recommended that water bottles are washed daily or recycled.

## **Staff Workrooms/Lounges/Offices**

Staff who use workrooms, lounges or shared offices will sanitize hands before and after the use of copy machines and other equipment. Staff may eat-in lounge/teacher areas only when social distancing allows. School offices will allow for social distancing of personnel and will be arranged at six feet apart when feasible.

## **PARENT/VISITOR INFORMATION**

For the health and safety of our staff, students and community, no visitors, including guardians/parents, will be permitted in classrooms, cafeterias, or common areas.

To limit the number of people in the building and to allow for better physical distancing, all meetings with administrators, counselors, nurses, etc. must be done by appointment. In all meetings with parents/guardians, masks may be worn. Parents/guardians will have the option for a virtual or tele-meeting if they are unable to attend in person.

## **MORNING DROP-OFF & DISMISSAL PROCEDURES**

To allow for social distancing where feasible, each school will expand their morning waiting areas. Dismissal will be on a staggered schedule to allow for social distancing.

For the safety of students and staff, guardians are to remain in their cars. Unfortunately, this means that even on the first day of school, guardians are not allowed to enter the school building or walk students to the school entrance.

## **STUDENT CHECK-IN/OUT**

Parents/Guardians may check students in and out in the reception area after 7:45 a.m. by calling the building office.

## **PARENT-TEACHER CONFERENCES**

For Parent/Teacher Conferences, teachers will prepare a progress report that shares information about the student to be given to homeroom teachers. Parents/guardians will meet with the homeroom teacher only. Homeroom teachers will schedule appointments with their homeroom students in order to avoid congregating in the halls. The parent/guardian may schedule an appointment in advance with the other teachers if needed.

## **DRILLS**

Fire and Tornado Drills will take place as normal.

## **TRANSPORTATION**

Parents are encouraged to use alternative modes of transportation for students who have options available during this time. Students who ride the bus will need to have symptom screening before arriving at the bus stop. Since social distancing is not feasible on a school bus, masks may be worn by all students and drivers. Buses will be disinfected on a regular basis. Field trips are to be handled on a case by case basis at the discretion of the superintendent or designee. Buses will dismiss students by rows in order to maintain social distance.

## **PIVOTING**

One of CMS primary concerns is that we are able to continue Teaching and Learning for All, meeting the academic needs of each student as we return to instruction.

## **BLENDED ON-SITE INSTRUCTION**

On-site instruction will be provided at all of our schools in a setting that follows the guidelines of the Arkansas Department of Health (ADH).

Blended on-site learning is a combination of face-to-face instruction along with online instruction in the classroom that allows for an easy transition to online learning in the event of school closures.

In the event that the district has to pivot to remote learning for one building or district-wide, students will continue learning through Canvas Learning, Summit Learning or Seesaw, monitored and taught by their CMS School District teachers.

To provide appropriate instruction for the various grade levels, sample weekly schedules for remote learning are being created. Information on schedules will be distributed to teachers through their building principal. Students and parents will receive a copy of the schedule for their class at the beginning of the school year.

## **Digital Learning Students**

Parents requesting a Digital Learning Option for the 2021-2022 school year must apply by August 18, 2021. Parents must attend a mandatory Virtual Meeting with the Principal of each school to be fully aware of the expectations of students, parents, and teachers for the Digital Learning Students.

### **CRITERIA FOR SELECTION OF VIRTUAL TEACHERS**

All teaching assignments will be made by the building principal. . All teaching assignments are made at the final discretion of the building principal to best serve student needs.

### **EXPECTATIONS & PREPARATIONS FOR DIGITAL LEARNING**

Cutter Morning Star School District is committed to providing a high quality education for ALL students. We recognize that some of our students need to begin the school year off site. For this reason, we have developed our Digital Learning Model. In order to provide and ensure the opportunity for a high quality education for all our students we have developed guidelines that are designed to provide accountability for our school, our students, and our parents..

#### **Cutter Morning Star School District will provide:**

- Learning Management System(s) and Curriculum Resources
- Chromebook and a Hot Spot (if needed)
- Instruction from certified teachers through our Learning Management System(s)
- Training to parents on use of our Learning Management Systems
- Screenings and supportive services for students identified as needed supportive services
- Reports on student's academic progress
- Opportunities for communication with our schools, teachers, and support staff
- Enrollment in in person learning during the school year

#### **Digital Learning Model Parents will:**

- Monitor their student to hold them accountable for participation in digital lessons, completing their assignments, and communicating with their teachers
- Provide support while making sure the student does his or her own work
- Provide transportation for testing, screenings, and other supportive services or activities

- Participate in on-line parent meetings
- Contact the teacher when technology or illness or other issues arise that prevents the student from meeting any of our attendance or work requirements

**Digital Learning Model Students will:**

- Actively participate in lessons daily
- Attend all live sessions.
- Log in daily, watch all recorded videos, and complete assignments by due dates
- Communicate with the teachers daily.
- Be required to be on camera during live sessions.
- Have proper online etiquette (appropriately dressed, use appropriate language)
- Ask for help when needed.
- Mute when not speaking during live sessions.
- No eating or drinking during live sessions.

**Attendance:**

- All virtual students must login into their virtual classes daily.
- All virtual students must communicate in some way with their teachers daily. (e-mail, post, virtual meeting, etc.)
- All students must attempt to do their assignments daily as directed by their teachers.

**Level of Success:**

Students who are failing or have failed 2 or more courses for a mid-term, 9 weeks period, or semester may be required to attend school for onsite learning for the remainder of the semester or school year. Cutter Morning Star may be obligated to file a FINS petition with the Juvenile court for those who do not attend and do not meet the attendance requirements. Onsite students who are failing 2 or more courses at mid-term or 9 weeks may be required to attend after school Academic Hall Monday through Thursday from 3:30-4:30 until they raise their grade(s) to a c level or better. If you are in athletics or any other extracurricular activity, you must attend. Failure to attend academic hall will result in: 1. Detention Hall 2. Suspens

Failure to comply with the guidelines of the virtual attendance policy in combination with failing 2 or more courses (grades 3-12 or performing below grade level standards for K-2) will result in a FINS petition being filed with the juvenile court and you returning to campus.

**Cutter Morning Star School District  
Guidelines for Mental Health Providers**

**These Guidelines are based on current guidance from the Arkansas Department of Elementary and Secondary Education, the Arkansas Health Department, and the Centers for Disease Control. These Guidelines are subject to change based on updates and mandates from any or all of those agencies.**

### **Providing Services in the School**

- All adults seeing students in the school setting will be expected to follow the rules and guidelines of the school district at all times.
- Each and ALL Therapists and Case Managers who are assigned to work at Cutter Morning Star School District are to self-screen every morning that Mental Health professional is going to be working on the Cutter Morning Star School Campus. This self-screening is to be done within an hour of arriving at school and must be logged on the RAVE app.
- All adults and students in grades 5<sup>th</sup>-12<sup>th</sup> grade are recommended to wear a mask, practice social distancing of a minimum of 6 feet, and wash their hands frequently. Hand Sanitizer should also be available in the Mental Health office/counseling space areas so that students and adults can disinfect their hands when entering the area. All surfaces will be thoroughly disinfected before and after each session by The Mental Health Professional to ensure a safe environment.
- Any therapy materials (games, instructional items, toys, etc) that are brought into the school setting are to be sanitized with the district provided disinfectant. Before seeing the first client, between each client, and after the last client, the mental health staff is to disinfect all areas of the office/counseling space.
- Group therapy sessions will NOT be held for Elementary Students. We are keeping our PreK-6<sup>th</sup> grade students in strict cohorts so that mingling of students is eliminated. Group therapy sessions for High School Students in Grades 7-12 is limited to no more than 9 students as long as 6 feet distancing can be maintained. In situations where 6 feet distance is not possible, group sessions are NOT allowed for High School Students.
- For our students utilizing virtual learning rather than attending school on campus, mental health services may be provided virtually. A schedule for those students can be developed by the Mental Health Professionals and the Building Principal and/or his or her designee.

- Each agency will provide a list of students including their appointment time that are scheduled to be seen that day. Mental Health case managers and therapists are to provide this list via email to the building principal and his/her administrative assistant prior to the starting of the school day. Any changes in that schedule should be called into the relative school office prior to seeing that student. Drop-In students are NOT allowed in the Counseling office/areas. Any student who requests to see their therapist or case manager MUST request that through their school office and that request must be approved by the principal and /or his or her designee AND the mental health professional PRIOR to the student going to the counseling office/area.
- All employees are encouraged to follow the Arkansas Department of Health's protocol regarding screening and potential exposure to COVID-19.

We look forward to working with our Mental Health partner agencies this school year. Our students need you and we are so grateful for your willingness to provide services to them and their families. The challenges of COVID-19 are great but not impossible to overcome. Working together, we can provide a safe and positive therapy climate for you and our students. Please do not hesitate to contact any of our administrative team if we can be of any assistance. Thank you.

Laura Baber  
Elementary Principal

Andrew Schroeder  
High School Principal

Sherry Chandler  
SPED Supervisor and 504 District Coordinator

Terry Lawler  
Director of Curriculum and Instruction

Dr. Nancy Anderson  
Superintendent

**Cutter Morning Star School District  
Guidelines for Mental Health Providers**

## **AGREEMENT Document**

Each of our Mental Health Partner Agencies are requested to sign this document indicating your AGREEMENT for ALL your Employees who come into contact with any of our students on any Cutter Morning Star Campus to follow the Guidelines in this Protocol. Thank you.

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Name of Mental Health Agency

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Supervisor and Date of Signature

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Therapist and Date of Signature

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Case Manager and Date of Signature

## **Planning for 2022-2023 School Year**

### **CUTTER MORNING STAR 4 DAY WEEK FREQUENTLY ASKED QUESTIONS**

The Cutter Morning Star School District appreciates the comments, feedback and questions we have received regarding the possibility of implementing a non-traditional calendar for the 2022-2023 school year. Results from our recent surveys indicate that a 4 day school week is the most popular choice for the 2022-2023 school year. We are gathering information from other Arkansas school districts that have successfully implemented a 4 day program as well as continuing to get feedback and input from our students, parents, and staff. Below is a list of frequently asked questions concerning the 4 day week and some of our answers/responses. We will share more information as we continue to work on our 2022-2023 school calendar.

## FAQ's

Question	Answer
<p>What are the benefits of transitioning to a 4 day school week?</p>	<ul style="list-style-type: none"> <li>● Student attendance improves</li> <li>● Student drop out rate decreases</li> <li>● Staff attendance improves</li> <li>● Positive impact on culture and climate</li> <li>● Off days allow time for students and staff to: attend appointments, enjoy more family time, and allow time for older students to gain employment.</li> <li>● Teacher professional development can be held on these days to keep teachers in the classrooms teaching</li> <li>● Students can work on projects or missing work</li> </ul>
<p>What will be the start/stop times for students?</p>	<p>Times have not been decided yet. The Arkansas Department of Education requires 7 ½ hours a day of instruction for a 4 day school week for students in grades K-8. This does not include breakfast time or lunch time.</p> <p>Students in grades 9-12 are required to have 200 minutes of instruction in each class per week . We will also need to schedule additional time for breakfast and lunch for our High School students as well as transition time between classes.</p> <p>One possible option is 7:30-3:50 Another option is 7:40-4:00. Again, the final times haven't been discussed, but that gives an idea of the possible times.</p>
<p>Will therapies still be available for students?</p>	<p>Yes, all therapies will still be provided for students.</p>
<p>Will something be offered on the day of the week that students don't attend school?</p>	<p>Most Arkansas districts that have successfully implemented a 4 day school week tell us their parents do not need that help on the day students are not in school. Some districts offer enrichment and/or remediation programs for students. We will see which students need something offered and work with those parents.</p>
<p>Will the school year be extended if a 4 day week is implemented?</p>	<p>No, the school year will not be any longer due to a 4 day week. There would be a change from 178 student contact days to 143 days.</p>

<p>Will younger students be able to manage longer days?</p>	<p>Additional breaks and physical activity will be implemented to ensure students do not become overly tired.</p> <p>Additionally, students will have an opportunity for an afternoon snack to ensure they remain energized in the afternoon.</p> <p>How instruction is delivered is key, and if done correctly, most students, both younger and older, prefer the 4 day week.</p>
<p>What day will be the “off” day?</p>	<p>We are looking at Monday. We do not want to interfere with Friday night football games, and it also allows for built-in federal holidays such as Labor Day, Presidents Day, Martin Luther King Jr, Columbus Day, etc. In which some of our parents, grandparents, family members may already be off work.</p> <p>Also, many of our local dentists and doctor’s offices are closed on Friday afternoons, so Monday’s would make it easier for regular doctor and dentist visits.</p> <p>In addition, by Monday being the “off day,” we are able to comply with the law for the number of days required in the marking period (nine weeks) without extending the second semester into January.</p>
<p>If a 4 day week was implemented, would it be permanent?</p>	<p>The district will monitor the effectiveness of the 4 day week throughout the school year and make adjustments as needed.</p>
<p>Will students have athletic practices on the “off” day?</p> <p>What about other extra curricular activities?</p>	<p>Coaches will not hold practice on the “off” day when the sport is NOT in season. However, practices will possibly be held on the “off” days when the sport is IN season.</p> <p>Because of the tight activities schedules we would try to avoid “off” days activities, but there will be times in which it will be necessary to hold extra-curricular activities.</p> <p>Illnesses and weather causes issues playing scheduled regular activities so there may be things scheduled on “off” days when necessary.</p>

<p>How will instruction and the curriculum be impacted?</p>	<p>Instruction/curriculum will not be impacted by the change.</p> <p>Interviews with various districts who have already implemented a 4 day week reveal that teachers prefer the 4 day week because classes are slightly longer, which allows them to complete more in depth lessons.</p>
<p>Would a 4 day week affect the amount of AMI days received in a school year?</p>	<p>With the four day week, we are still eligible to apply for AMI days.</p>
<p>Would the 4th day be a virtual day or AMI day?</p>	<p>No, the 4th day would have the same schedule as the other 3 days. The 5th day (or “off” day) could be used for enrichment and/or remediation for students who need that extra support.</p> <p>AMI days will work pretty much the same way they do now with student packets and assignments posted by individual teachers.</p> <p>Virtual learning is also an option on AMI days.</p>
<p>Will a 4 day school week affect regular holidays or go into their Summer break</p>	<p>No- we will be out of school on our usual holidays and our school year will be the same number of weeks.</p>
<p>What are some resources/ research regarding 4 day week?</p>	<p><a href="https://sites.google.com/view/four-day-school-week/home">https://sites.google.com/view/four-day-school-week/home</a></p> <p><a href="https://the1a.org/segments/2019-05-06-draft-4-day-school-week/">https://the1a.org/segments/2019-05-06-draft-4-day-school-week/</a></p> <p><a href="https://www.jhseonline.com/index.php/ruraled/article/view/529/507">https://www.jhseonline.com/index.php/ruraled/article/view/529/507</a></p>

<p>Will there be increased homework due to a 4 day</p>	<p>No, there will be no increase in homework. The instructional time remains the same with no additional work outside of the school week.</p>
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week?	
Will other holidays be removed from the school calendar due to the 4 day week?	No, all the regularly scheduled holidays will remain in the school calendar.
Will the "off" day be a virtual day?	No, the "off" day will be exactly that - off. No virtual instruction will occur on that day.
What will happen with the ABC program?	ABC Preschool programs will continue to be 5 days per week.
What about Career Center students?	We will work with NPC and the ASU Three Rivers (College of the Ouachitas) Career Centers to ensure our students' success. There are at least 1-2 other districts in each of those Career Center areas who will be going to a 4 day school week, so IF CMS does choose to go with a 4 day school week, then we should be able to work that out.
	<p>Questions from Community Forums February 17, 2022</p>
How will breakfast and lunch be done on the off day?	Because it is not a school day, there would not be meals provided. However, if there is a need we would encourage any family to contact us individually, and we will work with them for a solution.
Will students receive the same amount of therapies/services?	Yes, students will receive all their therapies for which they qualify.
How does the 4 day week affect state mandated testing?	It will not affect state mandated testing because the Arkansas Department of Education gives us a testing window of several weeks, and we get to select the days we want to test during that window.

<p>Have we spoken to the high end/bigger school district about why they are not going to a 4 day school week and if they are against it, why?</p>	<p>We have spoken to larger districts, some are considering it. With larger student populations and faculty and staff, it would be a more difficult transition. But based on conversations, some will follow the trend in the future.</p>
<p>For those students taking college classes, will there be transportation provided on the off day for those that need it?</p>	<p>The majority of our students provide their own transportation to the college, but if we find there is a need for this we will work with parents to develop a solution. However, our plan is to work with the college on scheduling, so this is not an issue.</p>
<p>What about the community impact of unsupervised younger children and teenagers on the day off getting into trouble?</p>	<p>This would be no different than the impact of weekends, summers, and other breaks out of school. We find that most of our older students work. With our new career counselor on staff, we could also work on setting up internships for students in their field of study.</p>
<p>What will be the financial side of the day off if we have to hire people to keep students on the day off?</p>	<p>Currently, this is unknown. As we did our research, we found out most schools offered enrichment camps, etc. but after the first nine weeks they had to drop the programs because of the lack of need.</p>
<p>Have we looked at the test scores of schools that have gone to a 4 day week and has there been a difference since the change?</p>	<p>We did talk to other school districts about their test scores and most of the schools either told us that the 4 day school week had no effect on their scores OR they did not have enough testing data with the interruption of COVID. Long term research shows that schools in other states did not find there was any long term effect on test scores.</p>
<p>Would the 4 day school week be decided annually?</p>	<p>The effectiveness of the 4 day week would certainly be evaluated and considered until we are comfortable with the stability of the change.</p>

<p>High School students that have to leave early for sports will lose more instructional time than in a traditional 5 day school week. Thoughts on this?</p>	<p>We are going to be working with our high school leadership team, counselors, coaches, etc. to try to adjust the schedule so student-athletics do not miss more instructional time but less.</p>
<p>What will parents of preschool students that have to work do on the day that the preschool students aren't in school?</p>	<p>Again, like all students, parents would need to make arrangements as they do during spring break, summer, etc. However, if there is a family with issues we ask you to reach out to us for solutions.</p>
<p>Would we put something in place for students needing supervision on the off day? No matter what, would there be an option and would parents have to pay for whatever is put in place?</p>	<p>Currently, this is unknown. As we did our research we found out most schools offered enrichment camps, etc. but after the first nine weeks they had to drop the programs because of the lack of need. Again, we would ask parents that have such a need to reach out to us so we can assist with a solution.</p>
<p>Would our students receive the same education and grades and the same amount of higher education opportunities if we switch to a 4 day school week?</p>	<p>Because there will be no decrease in the number of instructional hours students receive, there will be no adverse effect on students' education, grades, or higher education opportunities.</p>
<p>Could we do a paper form to the parents of those students currently</p>	<p>We certainly can do so.</p>

<p>enrolled and ask what they would prefer as far as a 4 day week or a traditional 5 day week?</p>	
<p>Are we setting our students up to expect a 3 day weekend when they are out in the real world because real world people do not get a 3 day weekend?</p>	<p>Actually since COVID, work schedules have become so flexible. We feel we are teaching them time management and to be more disciplined and flexible. Many jobs are done virtually or some variant of blended, requiring less time in the common workplace.</p>
<p>What are other school districts that are on a 4 day week doing on the off day for their students?</p>	<p>Some of the school districts did offer an option for students, but they found that few (if any) parents took advantage of the option the school offered. We will see how many parents need an at school option for the day off and work with those parents.</p>
<p>When will this decision be made?</p>	<p>We need this decision made ASAP so we can start working on schedules. Currently, we are planning on taking it to the board at the March meeting, but we want to make sure we have answered everyone's questions, concerns, or issues.</p>