



July 8th-9th Leadership FAQs

Please list any questions you have here and a facilitator and/or SAO Team will answer.

Question	Answer
1. Will signage be provided for bathrooms or will this be up to school?	Signage will be provided for the front doors and hallways. You may use age appropriate signs in the bathrooms, which can be found on various websites, such as CDC, VDH, etc. Since signs in the bathrooms can be less formal and should be targeted to the age group using that bathroom, this will be left up to the schools. We are happy to assist with this, just let us know.
2. Will bus passes be encouraged to be turned in through email?	Because the guidance says that the virus can live on paper for 24 hours, anything that can be done through email, should be done through email. If it is not possible for this system to be made electronic, then employees will have to wear gloves.
3. Kevin, does Virtual Virginia speak with Power School?	Virtual Virginia is using Canvas as their delivery tool for their content. Canvas does have a talk back feature to PowerSchool. At this time, I cannot provide any details on exactly how it works, but assignments that are graded in Canvas can have the grades automatically pushed back into PowerSchool.
4. Will childcare be provided for staff working at the same school the child attends during the week?	
5. Expectations for lesson plans?	DN: Every lesson plan still needs the main five components Principal discretion as to what that looks like. MUST still be done for the day they are not at school on Friday. If class is self contained, that one teacher is responsible for hybrid lesson as well.
6. Most CTE classes will not use Virtual Virginia, will we use Virtual Virginia for Personal Finance, or can we teach that with Google classroom?	WS-Virtual VA for Personal Finance. Segar Jordan is adjusting the content now to prepare student appropriately for the Wise test
7. Thinking elementary: will the expectation for Virtual Virginia be a class for all content areas including math and reading for those children who are choosing to go 100% virtual? So for example: Teacher A:	WS-If a child is 100% virtual they will have all content (math, reading, science and history) online using the VVA content with no face2face instruction.

Math in person Reading in person Social studies VVA Science VVA and Math/Reading VVA for 100% virtual students?	
8. What will Prek look like?	
9. What will instruction look like for lower grade levels if chromebooks are not provided?	WS- We hope to have this information as soon as possible since this will directly impact how instruction will look in the hybrid setting for K-2
10. Can principals of schools that house Pre-k have a joint meeting with the Division to discuss this set up?	Yes, we have made note to schedule this
11. Once the staff comes back and they are doing daily screening will they contact principals directly?	There will be a google doc provided to principals during the week of July 13 that you may utilize to monitor daily compliance with symptom checking among all staff in your building/department. For those who do not have Google access, you will need to develop a protocol for them to report to the office first thing, enter their name on the Google form, and click yes or no. You may also utilize a form developed that allows staff to complete symptom checks at home, and self monitor results over the course of the month, and turn in their form at the end of each month. Both resources will be provided to you so that you may determine how you wish to monitor compliance. Mr. Gallagher will send this out and share the Return to Work protocol that will guide you and all staff on what to do as they report symptome not attributable to other health issues, or if they are exposed, or tested positive.
12. Do we have a status for Lit Communities for internet services and funding.	TC: There will be an update (meeting) on 7/10/20 with Lit Communities with more information to come.
13. If people have tested positive or are the primary caregiver for someone who has tested positive will they get extended sick time.	Mr. Gallagher will send out the guidelines of the Families First CoronaVirus Response Act which provides additional sick leave, and extended FMLA for certain COVID-19 related situations.
14. How will we make sure that the messaging coming from the schools and division aligns with guidance, especially when guidance is always changing?	

15. What are the services allowable with Harvest?	Harvest will provide day treatment, outpatient therapy and crisis stabilization services. Day treatment and OP therapy will be provided in your schools, crisis stabilization will be provided at their location in Campbell County. There are multiple agencies that can provide crisis services and outpatient therapy outside of your schools as well.
16. What are the expectations for Lesson plans? Should it also include part that is virtual?	DN: Every lesson plan still needs the main five components Principal discretion as to what that looks like. MUST still be done for the day they are not at school on Friday. If class is self contained, that one teacher is responsible for hybrid lessons as well.
17. If the state reverts back to Phase II, what will happen?	ACPS will have a step-back plan to address this, but it is still being developed.
18. If you are at risk for health issues but want to be allowed to come to work can they do so?	Mr. Gallagher will check to see if employees can opt in/fill out a waiver or if they are able to come in to work if they choose to do so.
19. Will middle schools have athletics?	Yes, but the coach or sponsor will have to submit a health plan and comply with the ACPS guidelines and expectations. Students conditioning at the high school are covered under the high school's plan that is already in place.
20. What happens when a child was screened and not sick, but gets sick during the day or the teacher notices something out of the ordinary? (ie coughing).	Teachers will send the student to the clinic, call the clinic to let the nurse know the student is coming, and clean/disinfect that child's area once they leave the room.
21. Are we determining how resources are shared between schools	DN Principals who share personnel need to work together and share information with Dana Norman and Jim Gallagher.
22. Can new mentors be used immediately?	Yes, information will be sent next week to all mentors outlining their required training, and their schedule for New Teacher Orientation Week. Mr. Gallagher will be asking principals to identify their mentors in advance of July 23rd so that those assignments can be communicated to mentors and mentees in advance of New Teacher Orientation Week.
23.What does PE look like?	We want to purchase the sensory walk items for brain breaks Dr. Wells will pull Health and PE teachers to discuss process for this
24.How to increase revenue for sports if fans are not present?	TC: Consideration of advertisements during live-streaming.

25. At what point does a Chromebook become age appropriate for carrying around a brand-new device?	JG/WS Any new devices should go to upper elementary schools. Maybe not allow K-1 to take devices home with them unless they are totally virtual.
26. Will there be a YMCA program in schools?	TC: Dr. Norman has reached out to the YMCA to see what their plans are.
27. WL: How do we ensure teachers have resources and training to plan enough SEL information during the first three weeks?	DN: The concern about no core content should be communicated. The expectations during August work days, they will have training and time to create PBL projects in VV . As well as how to engage back into school. Repository of lessons and resources will also be available.
28. TES asked when interviews for instructional assistant/para professionals will be held?	Communicate with Josh and find out who all will be involved in the paraprofessional interviews. They will begin to be held by the end of next week.
29. How will styrofoam costs and covered containers impact budget? As well as disposal of those materials?	There will need to be an increase in the number of times that material will be picked up.
30. Where will funding for PPE equipment for CTE courses come from?	TC: Craig to check with state in regards to grant funding to purchase PPE materials.
31. Could we clarify the substitute process for how we schedule teacher breaks?	DN: This will be presented to the board tonight. Dependent on the finance piece, we hope to have two subs per elementary school for you to schedule teacher breaks. However, this is yet to be determined. Elementary teachers are with students from arrival to dismissal. Additional information to come. Teachers must be allotted breaks.
32. How will shortage of cleaning supplies impact budget?	TC: Will begin with a 6 month supply. Will evaluate in September to see current status. If ahead in the use of our products, will order more at that time. Will also need to be mindful that individuals are using the products as directed. The demand of products is currently being covered by the output of products.
33. With the push for social emotional learning, and knowing there will be more social and emotional needs than ever in our students, schedule changes, etc. is there a possibility for school counselors to be compensated to come in earlier to help prepare/plan for the school year?	
34. What if a child with asthma gets a note from their doctor that they can not	We will accept documentation from the doctor. If it specifically says that the

wear a mask on the bus?	child can not wear a mask due to a medical condition, then we will look at transportation options to keep everyone safe on a case by case basis.
35.What happens if a parent calls and says their child has COVID but we have not heard from the health dept.	We do not have a positive case until there is a positive test. If a parent reports a child has been tested, let your nurse know and they will follow up until the test results are back. Once we have a positive test, the health department will do contact tracing and advise us about students and staff who have to stay home.
36.When do we notify the community about a COVID case?	All community communication will come from or be approved by Dr. Arnold. We will work with the health department on a case by case basis about communication regarding cases, however privacy will be paramount.
37. We are feeling anxious about what this will look like as we begin school with students. Will central office administration be out and present in schools to support and assistance? Is there a possibility to create a schedule of sorts for this to happen?	WS- Division Liaisons will be present in assigned schools to offer necessary supports and be available for administration during the initial weeks of opening. We can reflect on a possible schedule.
38. Are we committed to the M-Th the entire school year?	DN: This will be reviewed as updated guidance is communicated and reviewed at semester break. Semester break at the end of January.
39. Will the county receive any additional funding for COVID-19	TC: 2.7 million dollars was received by the county with limited strings attached. Must be spent by December 2020. Consider watching the video of their last meeting to see how they will spend.
40. When do Kindergarten and 1st grade students get Chromebooks? This will help teachers in planning for what instruction needs to look like in the hybrid setting.	WS/JG; We are working through some scenarios now.
41. Is it possible to bring food to the students rather than going through the lunch line?	This will have to be determined with the cafeteria manager and Kim Kline, because each school has different circumstances.
42 Where will we draw the line on disciplining students for COVID related infractions (face masks in buses, violating personal space) and how will we hold parents accountable if they refuse masks on buses?	We are waiting on guidance and will discuss this in the coming weeks.
43 Are Fridays only for Math and Reading remediation Focus	DN: Yes

<p>44 Are there any monies to support extra needs for retired counselors to help support additional SEL needs.</p>	<p>TC: Mr. Gallagher has been talking about what additional supports we can provide through substitutes. Must be cautious as to when to use recent retirees. There is a 6 month wait period. If they come back sooner and work in an 80% capacity, the same benefits must be offered as if full-time.</p>
<p>45 What are the work hours for teachers? (Clarify teacher hours for personnel. Many are confused)</p>	<p>Clarification needs to be sent out.</p>
<p>46 What is the possibility of a “work out year” or early retirement program to help support staffing needs?</p>	<p>ACPS once had that. ..Set up to work and receive 1/3 of pay in order to cover health support. Additional costs to ACPS so the program was eliminated.</p>
<p>47 Is it appropriate to designate a Social Emotional Learning lead for our school?</p>	<p>I think this is helpful and that they can be part of the SEL First Aid and Family Support Teams.</p>
<p>48 What are we going to do to find substitutes? Do we need to find waivers for long term substitutes for Title I schools due to they need to be licensed.</p>	<p>This will be looked into to see if waivers can be used in this situation (Title I Schools) if need be. Additionally, Mr. Gallagher is working with local universities to encourage college students, especially those in teacher prep programs to apply to be subs, especially in light of the fact that many are taking their coursework online. APCS is advertising for subs (billboard/banners). ACPS has removed many barriers to subbing to make the process easier. Access to employee day care for our subs.</p>
<p>49 Is there a freeze on spending?</p>	<p>TC: If you have money, don't spend just because you have it. If you NEED supplies, you may order. Please be mindful of what you have and what you need. You may not want to place an order for the entire year, but instead an additional order at a later time. I.e. ink cartridges - these often accumulate with no printers to use them due to printers breaking before cartridges are used.</p>
<p>50. How to save money on some materials being purchased such as ink cartridges?</p>	<p>Buyboards - vendor that you may be able to use for comparison shopping. Be cautious in purchasing off brand cartridges until a printer's warranty is over.</p>
<p>51 Will cleaning supplies be stockpiled or provided throughout the year?</p>	
<p>52. What is the possibility of collecting devices from 6th grade and 9th grade and eliminating the collection day for ALL students? Or let the devices stay with each student during their entire time in ACPS and the 6th graders devices will now be considered MMS/AMS devices. Also the 9th grade devices will</p>	<p>WS/JG: This will minimize having to set up collection sites at various schools. We will reflect on the pros and cons of this consideration.</p>

now be considered ACHS devices. Simple inventory switch in Destiny.	
53 Will there be agendas? How can we track?	TC: No. Dr. Wells is working on something to work on day tracking for health screening. Handbooks will be online. Consideration of whether agendas being the best use of money.
54 If a family travels to an area that is high in COVID, can we tell them to stay home and self-isolate to reduce risk?	More to come.
55. Do we anticipate that bus driver's will stay on time with their routes?	Yes.
56 Will we be fumigating buildings on weekends?	We will be doing deeper cleanings weekly. If we have a case of COVID, we will bring in the foggers.
57 How long does it take to train a mentor?	It is much quicker than what we used to be with the U of L. We are providing our own training related to our revised Mentor program. Much of the training is online.
58 What will happen if we have a substitute shortage because of an outbreak? How do we get appropriate people in? Do we have funding?	TC: If there is an outbreak, it could be likely that the school may be closed. There was no increase to budget for subs. Mr. Gallagher also considering the use of an outside agency. However, the costs associated with this type of program is high...that money might be considered to increase sub pay.
59 Should we poll our substitutes about their risk factors?	Need to look at this. Sending survey next week.
60 What do we do if our custodian is out sick?	Call Dr. Wells or Wayne Cocke and they will try to get someone from maintenance to come help out.
61 With Block schedule, concern with exploratory and rotations.	DN: Work will continue today with your liaison and school teams. Work collaboratively and reach out when needed.
62. Are we responsible for feeding students who are choosing to stay at home for virtual learning?	We are waiting for guidance from the state.
63 Will we provide lunches on Fridays and on A/B off days?	We are waiting on guidance from the state. More to come.
64 Can we use students at local colleges who are taking online classes to substitute?	Reach out to University contacts about students taking classes online and being able to substitute. Communication has been made to all local

	college/university liaisons. Mr. Gallagher is developing a promotional letter to be sent through the colleges/universities to students.
65 Child Care personnel, is it our staff?	Wayne Lyle will work directly with you to determine how this works in your building.
66 Can we provide child care for substitutes?	Yes, we are planning on offering that.
67 For daycare, is it “double dipping” to use IAs for afternoon or before school? What about Fridays?	TC: Would discourage the use of IAs. They are already working hours, and would need to then pay time and half when they go over their hours. On Fridays, if they are not working with students and are not participating in a staff development workshop, you potentially could use them.
68 We need to find more support for more additional personnel to be on site as students are coming back?	Request for additional counseling requests to be on site as school begins. Make sure that school psychologist are on site at the start.
69 If someone gets COVID, do we shut down	No, decisions to shut down will be made in consultations with the health department. A positive case, meaning a positive test, will be investigated by the health department to determine who has been in contact with the individual in a way that places them at risk (incidental contact does not place a person at risk). Those who are considered contacts by the health department will be placed on self-isolation or quarantine for 10-14 days, and will be informed about this by the health dept. This may affect a single classroom, bus route, or possibly an entire school, depending on the investigation by the health dept. If enough students and/or staff are asked to remain at home, we <u>may</u> consider closure because of the impact to school functions or safety.
70 When will we receive the report that tells which money goes into which accounts?	TC: That information will be forthcoming shortly. *Money will be coming quarterly. If that causes hardship, let Teresa know. First group will be processed in August so that the money will be available in schools.
71 Consideration of extra funding needed for cleaning materials.	TC: Lots of costs saved from March 13th until current with electrical, water, sewer, oil costs, etc.
72 Are we running activity buses?	Yes, once there is a need for activity buses after school starts, then we will run activity buses on an as needed basis. We will run the activity buses from the middle schools, but will be limited to 26 students per bus.

73 Can we have extra people on hand at the beginning of the school year in case there is a need with lack of substitutes where we may need immediate coverage?	Mr. Gallagher/HR will communicate with subs starting next week in order to get them ready for the start of the school year even potentially as early as the first day of school.
74 Can we send out an email to elicit cartridge needs?	TC: Yes. This would help let schools know who has extra cartridges that can no longer be used. Jen Crews has offered to set up a google sheet for Teresa to send out.
75 What will Title I and Sped Classes look like?	Title I will pull out from Hybrid, push in during core content Sped service guidance will be provided
76 Does our insurance pay for testing?	Mr. Gallagher is consulting with Anthem to determine how this is covered.
77 If a staff member is sent home for symptoms will they be charged for half a day?	Consider not starting sick day until the next day so they are not charged a day on the initial if they started the day at school.
Can we find something other than styrofoam for lunches? Concerned about the messes in classrooms, how much waste this will create, etc.	
78 Will insurance pay for a COVID test? Will it pay for multiple tests as someone who tests positive is not able to come back until they receive 2 negative tests 24 hours apart?	Checking.
79 If you are an employee but your children do not go to this division, can they attend our child care?	Per Wayne's memo, looks like only students in ACPS.
80 Can we offer more orientation for substitutes as we may need more.	We are looking at increasing the substitute orientation to get more people in. Weekly sub orientation beginning in August.
81. Do we send supply lists?	DN: Hold off on that for now
82. Three weeks staff are back, will we get a schedule for PD?	DN: Yes, more info to come We know schools will have site based for the first two days
83. Are we relaxing expectations for long term sub? (Licensed)	We will try at all costs to find licensed people first. Follow up with Mr. Lyle about applying for a waiver for Title I schools.
84. Will water fountains be functioning?	Yes. As you make a cleaning schedule for custodians, you should include

	regular cleaning of water fountains. Also, teachers can clean the water fountains after their classes uses them if they go as a group.
85. Can we potentially offer employees with non school age kids be allowed to come if their day care center gets shut down?	Wayne???
86. Is it possible to produce an ACPS "Pacing/Implementation Guide/Calendar" for AL's PALS (pk-1) instruction?	