



RETURN TO SCHOOL PLAN

Sequoyah High School

Sequoyah Schools

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Introduction Letter

Sequoyah Parents, Faculty, Staff and Students

Thank you for your support and patience through this unprecedented time. We have created this plan to aid in navigating the reopening of our school where employees, students and families feel safe and to help mitigate the impact of COVID-19 conditions upon returning to school.

While it is our goal to create and maintain the safest environment possible. We have followed the social distancing guidelines outlined by Cherokee Nation that exceed put forth by the U.S. Centers for Disease Control and Prevention (CDC). Within this plan you will find several new policies and procedures.

This plan is not intended to be the permanent plan, but until this pandemic has ceased, we will respond accordingly. Data is being monitored daily and as a result, may change this plan at any given moment. We must be diligent and consistent in our implementation of current guidance to be the best for our entire school system at this time.

Our primary goal this school year is to bridge the achievement gap left by the COVID-19 pandemic in March of 2020. We hope to give each family a flexible option in order to return to education in their own way, while also maintaining rigor and relevance. We will be in constant collaboration with our Tribal, Bureau of Indian Education and State Department of Education partners to keep students and staff safe at all times.

Again, thank you for your support.

GO INDIANS!!!

Corey Bunch
Superintendent
Sequoyah Schools

Natalie Cloud
Principal
Sequoyah High School

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SCHOOL OPERATIONS

School Operations is a broad category. As a result of the operational adjustment necessitated by COVID-19, and in keeping with the most up-to-date information on the daily data of the virus. School Operations for our school will be as outlined in the following categories:

1. Public Health Protocols
 - a. Screening
 - b. Social Distancing
 - c. Exposure Guidelines

2. Environmental Factors and Mitigation Strategies
 - a. Use of PPE
 - b. Good hygiene practice promotions
 - c. School Cleaning Procedures

3. School Day
 - a. Adjustments to “traditional” day
 - b. Classroom reorganization
 - c. Student Transportation
 - d. Cafeteria

NOTE: Any subject matter not specifically addressed within this plan, will be subject to, and expected to abide by any and all Cherokee Nation Policies and Procedures, as guidance and including additional Tribal, BIE and State partners.

PUBLIC HEALTH PROTOCOLS

a. Screenings

Faculty and Staff:

-Sequoyah Schools employees are required to abide by the following Executive Order issued by the Principal Chief and Cherokee Nation Human Resources Policies and Procedure regarding COVID-19.

Executive Order: Order 2020-02-CTH issued on May 27, 2020 by the Principal Chief

Policy Chapter: Employee Conduct, Chapter: III, Sections Subsection: O-2, Subject: COVID-19 Effective Date: 6/1/2020

-Each employee will complete the “Employee Self-Screening” form prior to arrival at his/her place of employment. Each employee is required to wear an approved mask.

-Temperature checks will be administered at arrival. This will be determined by the current guidance available.

-At any time during the day, if a faculty/staff member has a fever, they will be required to go home immediately. They will only be allowed to return to work following the guidelines.

Students:

- Students will review the “Student Self-Screening” form prior to arrival at his/her school site. THIS DOCUMENT DOES NOT NEED TO BE RETURNED TO THE SCHOOL.

- Temperature checks will be administered at arrival. This will be determined by the current guidance available. All students are required to wear a mask.

- If a fever is detected at any time during the day, the student will be isolated until arrangements are made to pick them up. They will be required to stay home. Students may return to school after following the guidelines.

-Please do not send your student to school if they have a fever or are symptomatic of any contagious illness. It is extremely important that our families partner with us in monitoring the health of our students and families.

PUBLIC HEALTH PROTOCOLS

b. Screenings cont.

Visitors:

- All visitors will be required to complete the visitor screening, including having their temperature taken before entry into the building.
- All visitors are required to wear a mask for the duration of their visit to the Sequoyah Schools campus.
- Preferably all visitors must be scheduled an appointment when applicable.
- All visitors are limited to the Front Office foyer.

EMPLOYEE SELF-SCREENING FORM

The following self-screening protocol must be distributed to all employees for voluntary, home self-screening.

Sequoyah Schools is concerned for your safety and the safety of your co-workers, students and families. We are monitoring the development of COVID-19. In the interest of ensuring a safe and healthy learning environment, we recommend that you voluntarily monitor your health status by carefully completing this self-assessment each day before coming to work.

Self-check is to be completed daily by active employees before coming to work:

1. **Have you had physical exposure to a positive COVID-19 or any symptoms as noted below?**

If you answered YES, please contact your supervisor prior to coming to work so that a determination can be made whether you should remain offsite from the school following the last potential exposure to the COVID-19. You may be required to submit evidence of exposure to an infected person. Should you be required to remain offsite, you should keep in contact with school administrators and receive clearance from them before returning to the premises. You may also be required to have written clearance from a doctor.

2. **If you believe you have been exposed to COVID-19: to one or more the following common COVID-19 symptoms below or that currently apply to you?**

- Temperature > 38 C (100 F) or higher, a fever
- Unexplained shortness of breath (difficulty breathing)
- Fatigue or Unexplained tiredness
- Muscle or body aches
- New loss of taste or smell
- Congestion or runny nose
- Frequent unexplained cough
- Sore Throat
- Headache
- Nausea or vomiting
- Diarrhea

If the answer to question 2 is YES, you may have symptoms of COVID-19. We ask you to please contact your supervisor and seek medical attention.

If the answer to all the above questions is NO: please adhere to local guidance regarding your work schedule and any special precautions to be taken.

STUDENT SELF-SCREENING FORM

NOTE: By sending your student to school, you are representing to Sequoyah Schools that the answer to each of these questions is “NO”.

Daily COVID-19 STUDENT SELF-SCREENING Form

In an effort to prevent possible exposure of staff and students to COVID-19, you are requested to review the following questions each morning and PRIOR to your student riding a school bus or entering school.

1. Does your student have a fever of 100 degrees¹ or more?
2. Is your student experiencing (a) a new loss of taste or smell, (b) nausea or vomiting, OR (c) diarrhea?
3. Is your student experiencing two or more of the following symptoms of COVID-19?
 - Fever or Chills
 - Fatigue
 - Headache
 - Congestion or runny nose
 - Nausea or vomiting
 - Cough
 - Muscle or body aches
 - Sore throat
 - New loss of taste or smell
 - Diarrhea
4. Is your student experiencing **ANY** of the **Emergency Warning Symptoms** of COVID-19?
 - Shortness of breath or difficulty breathing
 - Persistent pain or pressure in the chest
 - New confusion
 - Inability to wake or stay awake
 - Bluish lips or face
5. Has your student had, or do you think your child has, COVID-19?
6. Has your student tested positive for COVID-19?
7. Has your student been around a person with COVID-19?

If the answer to any of these questions is “YES,” **YOUR STUDENT SHOULD REMAIN AT HOME** and you should contact the attendance clerk at your student’s school by phone or email. Students remaining home as a result of COVID-19 concerns will not be penalized regarding absences. Assignments, tests, or other school work can be made up by arrangement with teachers.

If your student is showing any of the **Emergency Warning Signs** listed in Question 4, **seek emergency medical care immediately.**

If your answer to Question 5, 6, OR 7 is “YES,” please contact your physician for specific guidance on the criteria to be met before your student returns to school.

¹ This temperature is set per the OSDE Return to Learn Oklahoma, June 2020

VISITOR SCREENING FORM

NOTE: All visitors are required to wear a mask for the entire duration of visit.

To ensure the safety students and staff, we would like you to complete the following questionnaire on the days that you visit our school(s) to determine your state of health.

1. Name: _____ 2. Phone Number: _____

3. In what capacity are you needed at school:

- Substitute
- Mentor
- Volunteer
- OKDHS
- Counselor
- Other (please explain) _____

4. What site are you visiting: _____

5. Without the use of appropriate Personal Protective Equipment (PPE), have you been directly exposed to someone under investigation for, or with a confirmed case of COVID-19 (Coronavirus) in the past 14 days? ___Yes ___ No

6. What is your temperature today: _____

7. Have you experienced any of the following symptoms today? (Select all that apply)

- Fever (100 F degrees or greater)
- Cough (unrelated to seasonal allergies or asthma)
- Shortness of Breath (unrelated to seasonal allergies or asthma)
- Loss of taste and smell
- GI symptoms (vomit, nausea or diarrhea)
- Chills
- Headache
- Muscle pain
- Sore throat
- Fatigue
- Congestion or runny nose (unrelated to seasonal allergies)
- None

8. Are you currently under investigation for COVID-19 (Coronavirus), or have you tested positive for COVID-19 in the past 14 days? ___Yes ___ No

9. Have you, or a member of your household, traveled internationally by air in the past 14 days? ___ Yes ___ No

10. Have you, or a member of your household, traveled by sea (Domestic or International) within the past 14 days? ___Yes ___ No

Signature: _____ Date: _____

PUBLIC HEALTH PROTOCOLS

c. Social Distancing

Social distancing is an effective way to prevent potential infection. employees, students, parents, and visitors should practice staying approximately 6 feet or more away from others and eliminating contact with others when it is possible.

In practice this means:

- Staying at least 6 feet or more from others as a normal practice.
- Eliminating contact with others, such as handshakes or embracing coworkers, visitors, or friends.
- Avoiding touching surfaces touched by others to the extent feasible.
- Avoiding anyone that appears to be sick, or is coughing or sneezing.
- Traffic Flow - Taped lines on the floor will mark the walking direction throughout the office, hallways, cafeterias, commons areas, etc. in order to maintain the social distancing requirement of 6 feet or more.
- Ad-hoc Interactions/Gatherings - Non-essential/informal meetups and visiting should be avoided.

PUBLIC HEALTH PROTOCOLS

d. Exposure Guidelines

Guidelines for Exposure

These guidelines are intended to mitigate, not eliminate, risk. No single action or set of actions will completely eliminate the risk of COVID-19 transmission, but implementation of several coordinated interventions can greatly reduce that risk.

Symptoms may include:

- Fever or chills
- Shortness of breath or difficulty breathing
- Muscle or body aches
- New loss of taste or smell
- Congestion or runny nose
- Diarrhea
- Cough
- Fatigue
- Headache
- Sore throat
- Nausea or vomiting

Contact Information for Exposure or Testing Positive to COVID-19

If you have been in contact and/or have been diagnosed with a lab-confirmed positive case of COVID-19, please do the following:

-Notify Sequoyah Schools Principal Natalie Cloud or Superintendent Corey Bunch immediately. You will be referred to the Cherokee Nation Public Health for guidance on next steps.

-Notify Cherokee Nation Public Health-Epi Hotline (539) 234-4030.

These guidelines may be updated frequently based on the changing and fluid environment of COVID-19 situation. All updates will be based on current information provided by the Centers for Disease Control and State and Local Health Agencies.

ENVIRONMENTAL and MITIGATION FACTORS

a. Use of PPE and b. Good Hygiene Practice Promotion

	A. Use of Personal Protective Equipment (PPE)	B. Good Hygiene Practice Promotion
1.	<p>Faculty/Staff - Sequoyah Schools will provide two cloth face masks for the staff member to use.</p> <p>It is required to wear masks on the campus of Sequoyah Schools at all times, per Executive Order of the Principal Chief, effective 5/27/2020, until further notice.</p> <p>If face shields are used a mask must also be used. A face shield alone is not adequate.</p>	<p>-School-wide signage encouraging hand-washing, coughing/sneezing etiquette, keeping hands away from face, etc.</p> <p>-Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available</p> <p>- Avoid touching your eyes, nose, and mouth</p> <p>- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow</p>
2.	<p>Students - Sequoyah Schools will require students to wear masks when on buses and on campus. Students will provide their own masks.</p> <p>If any mask mandate is issued by Cherokee Nation, County, City, or State entities, we will comply with the order.</p> <p>It is required to wear masks on the campus of Sequoyah Schools at all times, per Executive Order of the Principal Chief, effective 5/27/2020, until further notice.</p>	<p>-School-wide signage encouraging hand-washing, coughing/sneezing etiquette, keeping hands away from face, etc.</p> <p>-Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available</p> <p>- Avoid touching your eyes, nose, and mouth</p> <p>- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow</p>
3.	<p>Visitors - Sequoyah Schools will require all visitors to wear a mask during the duration of their visit.</p>	<p>-School-wide signage encouraging hand-washing, coughing/sneezing etiquette, keeping hands away from face, etc.</p> <p>-Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available</p> <p>- Avoid touching your eyes, nose, and mouth</p> <p>- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow</p>

ENVIRONMENTAL and MITIGATION FACTORS

c. School Cleaning Practices

1. School procedures

- a. School campus cleaning / disinfecting procedures will be maintained campus wide throughout the day.

-Cleaning refers to the removal of germs, dirt, and impurities from surfaces. It does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

-Disinfecting refers to using chemicals, for example, EPA-registered disinfectants, to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

- b. Progress of room cleaning will be designated by use of color-coded signs (classrooms, offices, bathrooms, etc.)
- c. Disinfect areas with “fog machines” and/or sprayer daily.
- d. Upon notification of a positive COVID-19 case in a building, a classroom and/or school will be closed and cleaned according to current guidance.

2. Classroom procedures

- a. Wipe down “heavy use” areas throughout the school day. Examples of these areas would be doorknobs, desktops, light switches, counter tops, entryways, restrooms, and common areas, etc.
- b. Tie up trash bag and place outside of room when it is full at the end of each day. Trash cans will be emptied daily.
- c. Wipe down shared devices after each use.
- d. Spray desktops/table tops at the end of each school day.

3. Transportation procedures

- a. Wipe down “heavy use” areas after each use.
- b. Disinfect seating and walkways by using either a “fog” machine or sprayer after each route.
- c. Transportation employees will use the “Transportation Cleaning” form weekly to certify daily cleaning procedures are completed.
- d. All Activity Bus drivers will be required to follow these procedures as well.

TRANSPORTATION CLEANING FORM

Week of _____ to _____

Driver: _____

Bus #: _____

	Monday	Tuesday	Wednesday	Thursday	Friday
Sanitize Aisle	AM ____ PM ____				
Sanitize Stairs	AM ____ PM ____				
Sanitize Railing	AM ____ PM ____				
Sanitize Seats	AM ____ PM ____				
Sanitizing Gel?	AM ____ PM ____				
Notes					

Sanitation logs will be turned in to the Transportation Director's office after completing last route of the week. All surfaces must be cleaned and sanitized with a disinfectant solution.

SIGNATURE: _____

DATE: _____

SCHOOL DAY

- a. Adjustment to traditional day and
- b. Classroom reorganization

a. Adjustments to traditional day

1. Arrival

a) Cafeteria will open at 7:30 am. Main Buildings open at 7:50 am. School starts 8:00 am.

b) Breakfast will be on a “grab and go” basis where the students will take their breakfast to the classroom.

c) Congregation point, if needed, will be designated at each building with social distancing incorporated.

2. Lunch - Additional Lunch periods will be implemented. Use of other areas for possible eating areas will be used as needed.

3. Additional breaks for hygiene purposes and outside exposure will be encouraged and planned.

4. Building/Classroom Changes

a) Bringing or sharing refreshments during meetings and/or class periods is **prohibited** in order to limit the risk of contamination. Snack items, candy, and drinks will not be provided until further notice.

b) No food deliveries (ex. Newk’s, Mazzio’s, Grubhub, etc.) and that food brought from home be kept at your assigned space. Personal deliveries such as packages should not be delivered to Sequoyah Schools campus buildings.

5. No school-wide assemblies, field trips, classroom parties, or multi-class gatherings until further notice.

b. Classroom reorganization

1. To ensure maximum distance in a classroom, classrooms will need to be as spacious as possible. This may require a temporary movement of some items and furniture that would be considered “non-essential” for daily learning.

2. Desks or tables will need to be facing the same direction.

3. Tape markings to show social distancing while waiting in line or while in line.

4. As best as possible, keep each child’s belongings separated to try and minimize the sharing of materials.

SCHOOL DAY

c. Transportation

c. Transportation- Sequoyah Schools

1. All drivers are screened before reporting for routes. All drivers/monitors shall wear approved masks/shields at all times. If face shields are used a mask must also be used.
2. Bus windows and roof hatch will be opened for proper air circulation.
3. No food or drink will be allowed on the buses.
4. All Riders will be screened prior to entry of the bus, ie: temperatures taken, if student has a low grade fever of 100 F they will be sent back with parent. If parent is not available, someone from the school will be notified to assist them. Upon entry each student must be in full Personal Protective Equipment (PPE), all students will wear masks upon entry, on the bus, and exiting the bus.
5. Each bus will be supplied with full PPE requirements. For complete compliance of all passengers.
6. Each bus has signage designating seating for social distancing compliance, and signage of requirements.
7. Each bus will have a daily monitor; this monitor will assure that all students are complying with the procedures.
8. The monitor shall complete a bus seating chart with each student's name, grade, temperature, and assigned seat. This chart/report will be turned into the Transportation director promptly after routes. The reports shall be retained for tracking purposes.
9. Buses must be immediately sanitized after/before next route.
10. **Buses/vehicles daily assignments shall be determined by the student count and need assuring full compliance with CDC guidelines.**

SCHOOL DAY

d. Cafeteria

Sequoyah High School Meals:

This year there will be some changes to our Child Nutrition Program.

Sequoyah High School:

Meal times:

Breakfast

7:30 am - 8:00 am

Grab and Go meals will be served in the cafeteria; students can eat in the cafeteria or take the meal back to their classroom.

Students will eat in small groups in Achieve classes on campus school days. Meals will be delivered to students to alleviate exposures.

Lunch:

11:35am-12:20pm

Meals will be delivered to the classrooms. There will be a drive thru set up for virtual students in the north parking lot. The drive thru will consist of lunch and meals needed for each student that is virtual through week. The meals can be picked up by the student or parents.

The meals prepared will consist of breakfast and lunch for the day and 4 meals of breakfast and 4 meals of lunch will be for the additional days of school that students are virtual. Each class that will be on campus will pick up their meals at the end of each school day they are present.

The meal bags will have safety instructions for storing the food in each bag.

Cherokee Immersion:

The meals for the Cherokee Immersion will be served in the north parking lot of the cafeteria. These meals will be served on two different days. The meals packed will consist of breakfast and lunch for the following virtual days. Monday pick-up meals will have Tuesday meals and Wednesday will have Thursday and Friday meals.

The meal bags will have safety instructions for storing the food in each bag. Parents or guardians can pick up the meals during the meal times. Students name and grade will be acceptable for the meal pick-up.

Monday:

12:30pm-1:30pm

Wednesday:

12:30pm-1:30pm

ACADEMICS-Planning for School

As we begin preparation for the start of the 2020-21 school year, we must make some important decisions and consider a variety of scenarios. In order to make those decisions about what school will look like and how our students will experience learning, Sequoyah Schools Administration, Faculty and Staff have been guided by a core set of principles that reflect our highest priorities: the health and safety of our students and staff, the need to continue to address and close the gap in learning that occurred as a result of our interrupted school year, the social and emotional needs of our students, faculty and staff, equitable access and opportunity for all of our students, and the need to be flexible during these uncertain times.

Sequoyah Schools, like other schools local and around the world, must consider multiple learning options for our students for the 2020-2021 school year. Returning to school, as we have previously experienced it, is unlikely due to the restrictions required to provide a safe environment during the COVID-19 pandemic. The goal of Sequoyah Schools is to continue learning excellence while keeping the safety of all families a priority. Learning may look very different based upon the modality chosen, but the standard of education remains the same.

We are preparing to return to school in a Social Learning format for the 2020-2021 school year on August 24, 2020. Increased safety protocols will be implemented and followed across campus. During the first week of school, our staff will be educating students on the most current best practices available to keep our campus safe and keep our students, staff, and families healthy. All students and staff will be required to wear facemasks when and as long as it is deemed necessary. Increased cleaning measures will be in place and staff will adhere to cleaning all areas on a regularly basis. Wipes and spray machines will be available for staff to use at all times. Teachers will be required to disinfect classrooms between class changes. Students will change classes on a staggered schedule to limit the traffic in the hallways.

Our faculty and staff trained from August 6-21, 2020 to plan for many of the new challenges that we will be facing during the start of school and throughout the school year. Academic faculty staff will be trained in the implementation and use of the Learning Management System, Blackboard. Our plan is for teachers to begin delivering on site instruction to students using Blackboard as an LMS and to develop a level of competency with our students starting on the first day of school. If we have students who are not able to attend on site, they will be expected to attend virtually. All of the necessary equipment will be provided prior to that time. It is likely that we have periods of time when students are not able to attend on site. If that happens, we will transition to full distance learning using the Blackboard LMS. Our staff and students will have developed a level of competency so that effective instruction, learning, and assessment can take place during all periods of distance learning.

ACADEMICS

Learning Delivery Models

- Traditional Learning Plan
- Blended: Part-time on campus and Part-time Virtual (Distance Learning Plan)
- Full Time Virtual (Distance Learning Plan)

ACADEMICS

Learning Delivery Models: Traditional Learning Plan

Traditional Learning is primarily focused on face-to-face instruction.

- The traditional format as we know it is not feasible at this time.
- We will incorporate digital learning modules that will allow for rapid transition to Virtual/Distance Learning
- Teachers and students will prepare for Virtual/Distance Learning in the traditional setting by grade classification during the orientation phase.

ACADEMICS

Learning Delivery Models: Blended

Blended: Part-time on campus and part-time virtual (Virtual/Distance Learning Plan)

First School Day: Starting August 24, 2020, as outlined below.

Mondays-Freshmen

Tuesdays-Sophomores

Wednesdays-Juniors

Thursdays-Seniors

Fridays-Appointments only

Our plan includes students attending in-person classes one day a week during an initial orientation phase as follows: Freshmen on Mondays, Sophomores on Tuesdays, Juniors on Wednesdays and Seniors on Thursdays. Fridays will be reserved for students or parents needing specific services by appointment only. This is a two-week orientation period initially. We will provide more information pertaining to our school schedule as it changes.

2020-2021 Daily Schedule

Achieve	8:00 am - 8:30 am
1 st Block	8:35 am - 10:00 am
2 nd Block	10:05 am - 11:30 am
LUNCH- Lunch will be split into two sections by your ACHIEVE teacher	11:35 am - 12:20 pm
3 rd Block	12:25 pm - 1:50 pm
4 th Block	1:55 pm - 3:25 pm

ACADEMICS

Learning Delivery Models: Blended

Students Eating in Achieve Class Only

In order to follow our recommended guidelines, students will be given meals in to-go containers with no open buffet options. This will eliminate the spread of infection and will allow us to adhere to social distancing practices.

Safety in the Classrooms

Seating placement, class size limits, student sharing of learning materials, cleanliness education for students and staggered classroom changes have been made. Students will maintain their own water bottles labeled with their names. Water fountains have been disabled to prevent the spread of the virus.

On Campus School Day

We know students have endured much during this trying time, and we want to continue to make every effort to assist them in their education. We will follow health guidelines while also making screenings and social distancing protocol as easy as we can for each student. Students will enter three entrance areas, be screened and get an arm bracelet that ensures they have been adequately screened. The color of the arm bracelet will change each day.

Special Needs Students (Special Education, 504 plan, Dyslexia, etc.)

In the event that we close school, teachers will plan for virtual meetings for individual live instruction for students. Additional accommodations and modifications will be in place according to each student's needs.

Dormitory Living

The Sequoyah Schools dorms will be closed, until further notice. After this period, we will re-evaluate with Cherokee Nation Health Services Public Health and the BIE to re-establish activities or extend the time further.

Bus Transportation

According to BIE guidelines, students will be social distancing as much as possible on our school buses. Temperatures will be checked as they enter the bus and masks will be worn while riding. Additional sanitation will be required of our transportation staff daily.

Extracurricular Activities

Sequoyah High School has put all activities on hold for 9 weeks. After this period, we will re-evaluate with Cherokee Nation Public Health and the BIE to re-establish activities or extend the time further.

ACADEMICS

Learning Delivery Models: Blended

Monday, August 24-Freshmen Day Schedule

Students (Last name A-M) enter English Hall door (North by drive through/Statue)

Students (Last name N-Z) enter Math Hall door (North by drive through/Statue)

Students social distance in hallway, with masks, to the corner of Mullican/Jones rooms.

Students alternate one at a time from each hallway to come have temperature taken.

Students receive armband.

Students proceed to Franklin's classroom for ID pictures.

Students pick up schedule from counselor inside of the library, students will need Student # for breakfast.

Students exit Library door (server room side).

Students pick-up Grab-&-Go breakfast.

Students go to Achieve class to eat (teachers and StuCo will line hall if needed to direct students to Achieve class).

Students wait in Achieve classes to be called out to pick up computers.

Once computers are picked up, return to Achieve class and wait to be dismissed by Mrs. Cloud by intercom. DO NOT begin Blackboard, that will be 1st block teachers.

Freshmen Achieve teachers report to classrooms:

Fowler, Williams, Neighbors, Richey, Chair, Turtle, and Jones

ACADEMICS

Learning Delivery Models: Blended

Passing and Lunch Schedule - MONDAY

Students will be dismissed according to Achieve assignment

FRESHMEN

Passing between classes (entering students must wait against the wall in the hallway until all students have left the room and teacher admits)

Chair, Jones, Richey, Turtle

Leave at the bell

Fowler, Neighbors, Williams

3 minutes after the bell

Lunch

Fowler, Neighbors, Williams lunch

11:35 am - 11:55 am

Achieve Class

11:55 am - 12:20 pm

(Students that are not on lunch will report to Achieve Class)

Achieve Class

11:35 am - 11:55 am

Chair, Jones, Richey, Turtle lunch

12:00 pm - 12:20 pm

Bathroom Breaks

Bathroom breaks will be granted as needed from class.

Bathrooms will be limited to no more than 4 students at a time.

ACADEMICS

Learning Delivery Models: Blended

Tuesday, August 25-Sophomore Day Schedule

Students (Last name A-M) enter English Hall door (North by drive through/Statue)

Students (Last name N-Z) enter Math Hall door (North by drive through/Statue)

Students social distance in hallway, with masks, to the corner of Mullican/Jones rooms.

Students alternate one at a time from each hallway to come have temperature taken.

Students receive armband.

Students proceed to Franklin's classroom for ID pictures.

Students pick up schedule from counselor inside of the library, students will need Student # for breakfast.

Students exit Library door (server room side).

Students pick-up Grab-&-Go breakfast.

Students go to Achieve class to eat (teachers and StuCo will line hall if needed to direct students to Achieve class).

Students wait in Achieve classes to be called out to pick up computers.

Once computers are picked up, return to Achieve class and wait to be dismissed by Mrs. Cloud by intercom. DO NOT begin Blackboard, that will be 1st block teachers.

Sophomore Achieve teachers report to classrooms:

Adair, Conrad, Walker, K. Livingston, Angieri, Brant, G. Livingston

ACADEMICS

Learning Delivery Models: Blended

Passing and Lunch Schedule - TUESDAY

SOPHOMORES

Students will be dismissed according to Achieve assignment

Passing between classes (entering students must wait against the wall in the hallway until all students have left the room and teacher admits)

Angieri, Brant, Holmes, G. Livingston

Leave at the bell

Adair, Conrad, K. Livingston, Walker

3 minutes after the bell

Lunch

Adair, Conrad, K. Livingston, Walker lunch

11:35 am - 11:55 am

Achieve Class

11:55 am - 12:20 pm

(Students that are not on lunch will report to Achieve Class)

Achieve Class

11:35 am - 11:55 am

Angieri, Brant, Holmes, G. Livingston lunch

12:00 pm - 12:20 pm

Bathroom Breaks

Bathroom breaks will be granted as needed from class.

Bathrooms will be limited to no more than 4 students at a time.

ACADEMICS

Learning Delivery Models: Blended

Wednesday, August 26-Junior Day Schedule

Students (Last name A-M) enter English Hall door (North by drive through/Statue)

Students (Last name N-Z) enter Math Hall door (North by drive through/Statue)

Students social distance in hallway, with masks, to the corner of Mullican/Jones rooms.

Students alternate one at a time from each hallway to come have temperature taken.

Students receive armband.

Students proceed to Franklin's classroom for ID pictures.

Students pick up schedule from counselor inside of the library, students will need Student # for breakfast.

Students exit Library door (server room side).

Students pick-up Grab-&-Go breakfast.

Students go to Achieve class to eat (teachers and StuCo will line hall if needed to direct students to Achieve class).

Students wait in Achieve classes to be called out to pick up computers.

Once computers are picked up, return to Achieve class and wait to be dismissed by Mrs. Cloud by intercom. DO NOT begin Blackboard, that will be 1st block teachers.

Junior Achieve teachers report to classrooms:

Thompson, Etzkorn, B. Richardson, Franklin, (Mrs. Richey?) Doyle, Kirkpatrick, Ray, Holmes

ACADEMICS

Learning Delivery Models: Blended

Passing and Lunch Schedule - WEDNESDAY

JUNIORS

Students will be dismissed according to Achieve assignment

Passing between classes (entering students must wait against the wall in the hallway until all students have left the room and teacher admits)

Doyle, Holmes, Kirkpatrick, Ray	Leave at the bell
Etzkorn, Franklin, B. Richardson, Thompson	3 minutes after the bell

Lunch

Etzkorn, Franklin, B. Richardson, Thompson lunch	11:35 am - 11:55 am
Achieve Class	11:55 am - 12:20 pm
(Students that are not on lunch will report to Achieve Class)	
Achieve Class	11:35 am - 11:55 am
Doyle, Holmes, Kirkpatrick, Ray lunch	12:00 pm - 12:20 pm

Bathroom Breaks

Bathroom breaks will be granted as needed from class.

Bathrooms will be limited to no more than 4 students at a time.

ACADEMICS

Learning Delivery Models: Blended

Thursday, August 27-Senior Day Schedule

Students (Last name A-M) enter English Hall door (North by drive through/Statue)

Students (Last name N-Z) enter Math Hall door (North by drive through/Statue)

Students social distance in hallway, with masks, to the corner of Mullican/Jones rooms.

Students alternate one at a time from each hallway to come have temperature taken.

Students receive armband.

Students proceed to Franklin's classroom for ID pictures.

Students pick up schedule from counselor inside of the library, students will need Student # for breakfast.

Students exit Library door (server room side).

Students pick-up Grab-&-Go breakfast.

Students go to Achieve class to eat (teachers and StuCo will line hall if needed to direct students to Achieve class).

Students wait in Achieve classes to be called out to pick up computers.

Once computers are picked up, return to Achieve class and wait to be dismissed by Mrs. Cloud by intercom. DO NOT begin Blackboard, that will be 1st block teachers.

Senior Achieve teachers report to classrooms:

Hansen, Keen, Hendrix, S. Richardson, Mullican, D. Smith and T. Smith

ACADEMICS

Learning Delivery Models: Blended

Passing and Lunch Schedule - THURSDAY

SENIORS

Students will be dismissed according to Achieve assignment

Passing between classes (entering students must wait against the wall in the hallway until all students have left the room and teacher admits)

Hansen, Hendricks, Keen, S. Richardson	Leave at the bell
Holmes, Mullican, D. Smith, T. Smith	3 minutes after the bell

Lunch

Holmes, Mullican, D. Smith, T. Smith lunch	11:35 am - 11:55 am
Achieve Class	11:55 am - 12:20 pm
(Students that are not on lunch will report to Achieve Class)	
Achieve Class	11:35 am - 11:55 am
Hansen, Hendricks, Keen, S. Richardson lunch	12:00 pm - 12:20 pm

Bathroom Breaks

Bathroom breaks will be granted as needed from class.

Bathrooms will be limited to no more than 4 students at a time.

ACADEMICS

Learning Delivery Models: Full Time Virtual (Distance Learning Plan)

Virtual Learning Plan

A plan for virtual/distance learning has been developed for those students choosing full-time virtual and/or should the school be closed due to COVID-19.

Teachers will utilize Edmentum/Plato, Blackboard and Google classroom to deliver virtual lessons. We will educate each student in the beginning on how to utilize these programs in case of this secondary plan.

Achieve teachers will also be contacting each student two times per week to check on social and emotional needs and any physical resource needs in the virtual learning plan.

Full Time Virtual Students

Students choosing to be a full-time virtual student the first semester will schedule an appointment to meet prior to the start date of school. The meeting will provide an explanation of the virtual learning expectations and distribution on overview of devices.

Sequoyah High School



Virtual Learning 2020-2021

Sequoyah High School provides a unique experience online for students where the traditional school setting is not adequate during the Covid-19 pandemic time. Virtual Learning was created to better meet the needs of Sequoyah High School students who have made a commitment that their education is their priority.

There is an application and interview process to enroll in Sequoyah High School via the virtual platform. Interested students need to contact their school site academic counselor.

9th grade- Vicki Craig vicki-craig@cherokee.org x5712

10th grade- Lou Cummings lou-cummings@cherokee.org x5178

11th and 12th grades- Deb Nelson deb-nelson@cherokee.org x5181



Characteristics of a successful online learner:

1. *I am self-motivated and an independent learner.*
2. *I consider myself to be a proficient reader and writer.*
3. *I have effective listening skills and can follow directions without a teacher's direct supervision.*
4. *I am comfortable using various kinds of technology.*
5. *I can effectively organize my time to meet the weekly requirements of the online courses.*
6. *I am able to devote a substantial amount of time to the online course work.*
7. *I understand that online classes are challenging and can exceed the requirements of a traditional class.*
8. *I realize that communication with the TVLA staff is very important to a successful online experience.*

Parent / Student Contract

This contract is between _____ (student name) and Sequoyah High School. By signing this contract, I agree to abide by all of the rules, policies and procedures set forth by Cherokee Nation and Sequoyah High School. I understand that failure to do so may result in loss of privileges or dismissal from virtual learning. Initial beside all of the following as you read them:

- I understand that **I am required to log in and make progress in Blackboard every school day during my class block time.** Failure to abide by this rule may result in probation or removal from the virtual platform and a return to on campus classes.
- Students and parents are expected to check daily messages and announcements from Sequoyah High School. Students are to respond to all emails and/or phone calls from the faculty/staff when they are requested.
- A computer, internet accessibility, a working email and phone number are required to be considered as a Virtual student. I understand that the curriculum with this **program requires a computer and access to the internet** and that I am responsible for contacting the school as soon as I have technical difficulties. The help desk can be reached at IT@sequoyahschools.org
- You must check in with your classroom teacher daily. If you do not, you will be counted absent. Examples are, but not limited to email response, zoom call, text, phone call or turned in daily assignments. If you do not participate, you will be counted absent.
- Full virtual students will need to pick up meals in the circle parking lot in front of the cafeteria on their class days. This is the same place as the summer feed program took place. M-9th, T-10th, W-11th, Th-12th
- I understand that **I am responsible for abiding by rules in the student handbook regarding discipline, academic honesty and plagiarism.**
- I understand that an **email address is required** for communication and that **I need to check it daily.**
- I understand that the **program requires active participation with each course on a daily basis, during school hours.**
- I understand that if my **grades fall below passing, I will be asked to attend the after school program or mandatory tutoring time in my subject area.**
- I understand that there will be frequent one on one communication with the teachers and my parent/guardian will be contacted if my progress requires attention.
- I agree to keep up with readings, assignments, labs, quizzes, and tests.
- I understand the **coursework is as rigorous as a face to face class** and I will pay attention to my progress and submit work in a timely manner.
- **I agree to do my own work and can expect to be dismissed from the program if I violate the cheating/plagiarism policy set forth by the school.**
- I understand that while on campus and **while using school internet resources I will be expected to abide by the District Internet Use Agreement.**
- I understand that **tests and exams will be proctored utilizing a lockdown browser.**
- I understand that **any coursework not completed by the end of the semester will not appear on my transcript.**
- As a student, I understand that **failure to abide by this contract may result in removal from the Virtual program at Sequoyah High School and I will be required to return to on campus classes.**

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Contacts

Natalie Cloud
Principal

natalie-cloud@cherokee.org
918-453-5400 ext. 5179

Justin Brown
Student Advocate

justin-brown@cherokee.org
918-453-5400

EDMENTUM (PLATO link)

Student Access <https://auth.edmentum.com/elf/login>

- Account: shs10
- Username:
- Password:

BLACKBOARD LOGIN: www.blackboard.com/coursesites

See your teacher's information for additional log in assistance. This can be checked at your SHS email address.

Technical Assistance: email it@sequoyahschools.org

A failure to report connectivity or it issues does not excuse you from course work.

Attendance

Students are required to check in with their assigned classroom teacher each school day during their assigned class period. **YOU WILL NEED TO LOG IN AND CHECK YOUR EMAIL EVERY SCHOOL DAY!** Students that do not adhere to these attendance rules and/or fail to make academic progress will need an administrative intervention. This may require the student to transfer back to traditional school or end their time at Sequoyah High School. Students will be required to adhere to all rules and regulations set forth in the student handbook at all times. Students will be required to wear a name badge on campus when interacting with staff members.

Communication

Students can communicate with Sequoyah High School Virtual Academy faculty and staff via the GROUPME app. The connection code is https://groupme.com/join_group/42518816/uipkvl

[School email is another great avenue to reach teachers. Firstnamelastname@sequoyahschools.org](mailto:Firstnamelastname@sequoyahschools.org)



Like us on Facebook - <https://facebook.com/SequoyahSchools/>

Sequoyah High School website news and links <https://sequoyahschools.org/>

COMMUNICATIONS

Information

Devices

Students in grades 9th-12th will be provided with a Chromebook and Wifi Hotspot to use throughout the school year. Detailed information on distribution of the device will be sent out the week of August 24-28, 2020. Hotspots are on back order and will arrive after September 1. We apologize for the inconvenience.

Communication

-Sequoyah High School will communicate with parents and students through the school website and Sequoyah Schools Facebook page.

-We will be posting information on the school website, as well as, the school Facebook and Twitter pages (see below). Please watch those social media sites for updates and added information. We will also use our automated calling system to send out reminders to check those postings along with other important information as needed.

Download the Sequoyah Schools app on Andriod or iPhone.

Social media pages and our school website www.sequoyahschools.org have all updated information available.

WEBSITE LINK: <https://www.sequoyahschools.org/>

FACEBOOK LINK: <https://facebook.com/SequoyahSchools/>

TWITTER LINK: [@SeqActivities](https://twitter.com/SeqActivities)

We are asking all parents/guardians help us remind students of the new habits we must follow, so we have hope to return to a traditional learning environment in the future.

If you have any questions regarding these guidelines, please contact the Sequoyah High School office at 918-453-5170, or email natalie-cloud@cherokee.org.

- **What is Blended Learning?**

A Blended Learning Program “blends” traditional classes with virtual classes offered. A “Blended Learner” is enrolled in both traditional and virtual courses. Traditional coursework is directed by each teacher. Virtual coursework is through Blackboard. The student will work on his/her virtual courses at home. At least one course is taken at school in a traditional classroom. The Blended Learning option is a minimum of a one semester commitment. Typically, only for High School Students. Transportation is only provided at regular route times. Transportation throughout the school day will be the responsibility of the parent or student.

- **What is Virtual Learning?**

A Virtual Learning Program means the student takes all of his/her courses in a virtual setting away from the school. Blackboard Coursework is used for instruction. Tutoring, assistance and assessments will be given at an agreed upon location, but no classes require regular physical attendance. The Virtual Learning option is a minimum of a one semester commitment. Virtual learning is offered only for 9th-12th grades. No student wanting to participate in OSSAA activities can be eligible if they choose the full virtual option. Students must attend one block period on campus to remain eligible when activities resume.

- **What transportation will be offered for students who choose the virtual or blended learning pathway?**

Bus Transportation will only be offered during the regular a.m. and p.m. routes. Transportation throughout the school day will be the responsibility of the parent or student.

- **Will we use Virtual/Distance Learning?**

Yes, we will use Virtual/Distance learning as a blended segment for the orientation phase for each grade classification. Virtual/Distance learning will be used if the school is closed due to COVID, inclement weather or other unforeseen circumstances.

- **Will all athletics, electives, and fine arts classes continue to be offered at all current levels and will there be any restrictions?**

All student athletics and extracurricular activities are suspended for nine weeks. Additional measures may be implemented as needed. No student wanting to participate in OSSAA activities can be eligible if they choose the full virtual option. Students must attend one block period on campus to remain eligible when activities resume.

- **Will the school district calendar change for 2020-2021?**

The goal is for the calendar dates to stay the same as much as possible, however, the school has increased the time of instruction each day to make up for delaying the start date of school.

- **What determines the level of community spread?**

Sequoyah Schools will work with the Cherokee Nation, Cherokee Nation Health Services, BIE, State Department of Health, and State Department of Education to determine the levels for LOW, MEDIUM, and HIGH community spread.

FAQs continued

- **What will be used for hand sanitizing?**

Sequoyah Schools will have hand sanitizer stations at main entries, hand sanitizer in classrooms, hand sanitizer on school busses and wipes as an alternative for those who are not able to use hand sanitizer.

- **How can I help the school as a parent?**

- Taking your student's temperature on a daily basis prior to them leaving the house.
- Keeping students' home if they exhibit any symptoms of any illness.
- Keeping students quarantined for 10 days if they have had any exposure to someone who has tested positive for COVID.
- Preparing your home and student with supplies and devices for remote learning if possible and feasible.
- Letting your student's teacher or school know if you need assistance with internet access, devices, or meals.
- Having masks or other appropriate face coverings available for students to have at school.
- Openly communicating any concerns directly with your student's teacher or school.
- Requiring your student to wear a mask to assist in protecting our students and our staff who may be in the vulnerable population.
- Working with the school site as they change visitor protocols and the check in/check out processes as warranted.
- Assisting with COVID tracing through the Tribal and State Health Departments.
- **Cherokee Nation Public Health-Epi Hotline (539) 234-4030**

Please Note:

The Return to School Plan and the FAQs will be updated as more or new information becomes available. Wado!