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August 14, 2020

Dear Boyertown Learning Community,

Let me start by saying how honored I am to begin the journey of serving as your Substitute/Acting Superintendent. I look forward to expanding my role in leadership and service to Boyertown Area School District throughout the next 10 months of collaboration.

It is still so hard to believe where we are today! The varying opinions regarding physical, emotional, and social health are unprecedented. The passion surrounding educational choices is like nothing we, as educators, have ever trained for or experienced. The pressure to do what is best for EVERY child, EVERY educator, EVERY family, and our ENTIRE learning community, while balancing human and financial resources and the ever-changing and often inconsistent guidance provided by federal, state, and local officials, can seem insurmountable. Yet, the truth is...I know that we are all going to do our best!

It won’t be easy. We are creating a road map into the unknown. In less than six months, we have been challenged to reinvent public education as we know it. Throughout the first three and one half months, our teachers led us through the twists and turns of a pandemic without the help of their everyday tools, resources, and supports. But we made it! Perhaps not in all of the ways that we would have chosen, but we made it. And the best part is that we are stronger for it!

Now all of those tools and resources are in hand, along with new platforms, technology, and vision that allow for never-before-seen flexibility. Over these last six months, we have come together and collaborated. We have solicited, reacted to, and implemented much of the input from our families and educators. The members of our ENTIRE BASD Team have put in countless hours of their own time and determination to make multiple options for the Return to School 2020-2021 a reality.

For the first time, we are offering a virtual learning opportunity that features the remarkable talent of OUR faculty and THEIR already familiar personalities and teaching styles.

We have transformed our brick and mortar buildings and altered our schedules to create pandemic-ready learning environments that emphasize the health and safety of our students AND staff.

Together, we are offering options that take into account the varying opinions and needs of our learning community. Together, we are changing the face of education in Boyertown Area School District for 2020-2021 and, perhaps, the foreseeable future.

This guide will provide you with information needed to begin preparing for August 31, 2020. We are certain that there will be many more communications to come and ask for your patience as we share the comprehensive information required to kick-off this new year. Together ~ WE WILL DO OUR BEST!

I proudly welcome you to the 2020-2021 school year!

Mrs. Marybeth Torchia
Substitute/Acting Superintendent of Schools
The Pennsylvania Department of Education’s Phased School Reopening Health & Safety Plan for BASD

On July 28, 2020, our Board of School Directors approved the PDE Health & Safety Plan for BASD. This plan is a document that outlines our plans for returning to school under PA’s Green, Yellow, and Red statuses. While it appears that Gov. Wolf is no longer relying on the PA Green, Yellow, Red model, the PDE plan document has not been updated at this time and continues to be the guiding force for all of our return to school planning.

Our plan was developed in alignment with federal, state, and local guidelines, mandates, etc. as well as with recommendations from world-wide health organizations (CDC, USDOE, PDE, PA Department of Health, Mid-Atlantic Regional Education Laboratory, American Association of Pediatrics, World Health Organization, etc.). As such, the plan is fluid and changes are required by PDE as these guidelines, mandates, and BASD’s reopening circumstances change.

The state requires that all PA school boards approve and districts submit a plan prior to reopening public schools. Our current plan is available by visiting our Return to School 2020-2021 web page. Any subsequent revisions will be posted to the same location with the appropriate revision date.

The work in the plan was completed by our Pandemic Planning Team led by Mrs. Torchia and comprised of more than 20 team members.

It is important to note that the information provided in this guide supports and expands upon the BASD Health & Safety Plan. The information provided is based upon the collaboration of countless team members from across the stakeholders represented within the BASD Learning Community.

We cannot thank all of you enough for your hard work and dedication to our students!

For more information on the Pennsylvania Department of Education, please visit the PDE Website.
Health and Safety Protocols for Return to School 2020-2021

The health and safety of our students, faculty, staff, visitors, and our community is at the forefront of our Return to School 2020-2021 planning efforts. The following information was shared during an initial communication dated July 8, 2020. While much remains the same, we ask that you carefully review this information as important updates and additions have been made.

Health Monitoring:

- **Student symptom screening shall be done by all parents/guardians** at home each morning before the school day. **NO children with symptoms of COVID** (we have provided a list on a later page), **vomiting, or a fever of more than 100.0 degrees Fahrenheit** shall be sent on a bus or brought to school. In order to return to school, children **MUST** be fever free for 24 hours without medication.
- All district staff shall perform a symptom screen on themselves before leaving for work and will stay home if **experiencing symptoms of COVID, vomiting, or a fever of more than 100.0 degrees Fahrenheit**. All district staff will follow established human resource notification guidelines for staying home.
- Temperature screening **will not** be required upon entrance to the school for students or staff due to the logistical challenges this presents.
- **COVID-19 Certification Acknowledgement documentation will be required for all district staff.**
- **Temperature screening** (less than 100 degrees Fahrenheit) will be required upon entrance to the school for all visitors. **Visitors who are sick or have a temperature above established guidelines will not be allowed to enter or remain in district facilities.**
- Non-essential visitors or volunteers will be restricted.
- **All visitors will require COVID-19 certification** and visitor/volunteer check-in via certification acknowledgment forms or the RAPTOR system.
- **Students and staff will be required to go to the nurse immediately if feeling symptomatic.** Symptomatic students and staff may be required to wait in a designated isolation area until they are able to leave the premises or to visit a healthcare provider.

Masks/Face Coverings:

- **Under the current BASD Health & Safety Plan and Pennsylvania mandates masks/face coverings will be required on our buses and for in-person learning with under six feet of social distance. This will be monitored and enforced to the fullest extent possible. During both in-person and virtual learning there will be breaks. In particular, in-person learners will be given planned breaks to remove their masks/face coverings with a minimum social distancing of six feet - whether indoors or outdoors. Masks/face coverings will not be required during snack breaks or lunches.**

- **ALL students, faculty, and staff will be required to carry a mask/face covering at all times. They will be required to wear a mask or face covering when transitioning in hallways, within designated common areas or if the individual becomes symptomatic.**
Masks/Face Coverings continued:

- Fabric masks/face coverings shall be washed regularly, preferably AT LEAST once a week. Disposable and plastic masks/face covering shall be cleaned/changed per the manufacturer’s recommendations or instructions.

Social Distancing, Classroom Setup, Common Areas, and Transitioning:

- Six-foot distancing will be attempted for classroom seating to the maximum extent possible – however, BASD will use the four to six-foot distance range if six feet is not achievable to meet the needs of students and their instructional program. A three-foot social distancing model, is recommended by the World Health Organization (WHO) and a PA Health Department regional office, as a three-foot distance is associated with large reductions in infection via droplet spread of coughs and sneezes.

- Classroom configurations have been altered to allow for the maximum social distancing possible. For example, small group instruction tables and personal items belonging to our teachers have been removed. We have implemented staggered rows of desks all facing the same direction, with limitations on face-to-face seating.

- In larger spaces such as cafeterias, common areas, auditoriums, etc. seating will be separated by six feet when students and staff are not wearing masks (lunch, planned mask breaks, etc.). The appropriate markings will be added to these spaces to assist students and staff in maintaining safe social distancing.

- Staff and students, when not able to socially distance at least three feet will be required to utilize either a mask/face coverings.

- Students and staff are required to restrict the sharing of items.

- High-traffic hallways will be limited when feasible, by either staggering the end of classroom periods to reduce the number of students in the hallways simultaneously and/or by requiring masks/face coverings.

BASD will communicate hygiene, social distancing, and other mitigation protocols regularly. The signs to be used at both the Elementary and Secondary levels are available on our Return to School 2020-2021 web page.
Symptoms of Possible COVID-19 Followed by BASD Nurses:

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

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

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

Students may be sent home when displaying any of these symptoms as they MAY be related to COVID or any number of other possibly contagious illnesses.

Definitions of Cases and Contacts:
BASD will designate specific isolation areas on each building. The location of designated isolation areas will vary from building to building. This document was released on August 13, 2020.

COVID-19 Symptomatic K-12 Student or Staff Process Flow

To be referenced with the Public Health Guidance for School Communities During COVID-19

Student or staff present with symptoms*

Symptoms are consistent with COVID-19
(see Example Symptom Screening Tool)
- Isolate from non-symptomatic students/staff – separate room or separate space in nurse’s office
- Send home with referral to healthcare provider
- Evaluation by healthcare provider/investigation and notification by Public Health**
- Positive COVID-19 test (case) or person is a close contact to person with COVID-19 – isolate case for 10 days/quarantine contact for 14 days
- PA Dept. of Health (DOH)/County-Municipal Health Departments (CMHD) staff contacts individual or parent/guardian and school entity to provide guidance and recommendations, including isolation for the case and quarantine for close contacts
- Return to school***

Symptoms are not consistent with COVID-19
- Assess using normal school policies
- Return to school

* Notifying DOH or CMHD staff is not necessary for symptomatic students, staff, and faculty as other non-COVID-19 illnesses may present with similar symptoms. School nurses should contact DOH CMHD staff for further guidance if a parent/guardian/caregiver notifies the school of potential exposure by a student, staff member, or school visitor.

** For staff and students, who are not currently close contact or quarantined, presenting with symptoms that may be associated with COVID-19 may return to school when any one of the following applies:
- Symptomatic individual/child not tested: exclude for 10 days from symptom onset AND at least 24 hours after fever resolution (if present) AND improved respiratory symptoms; or
- Symptomatic individual/child clinically cleared by primary medical doctor, certified school nurse or other health care provider: exclude until afebrile for 24 hours (if fever present) and symptoms improving; or
- Symptomatic individual/child with test negative: exclude until afebrile for 24 hours (if fever present) AND improved respiratory symptoms.

*** There is no need for a “negative test” for student or staff diagnosed with COVID-19 to return to school. Follow public health isolation guidance.
Our Instructional Models

Over the last several months, BASD has solicited information from our parents/guardians via several polls and surveys. We have taken your input and developed Instructional Models that meet the needs of our families based upon their specific circumstances.

As you look to make final decisions as to how your individual child(ren) will return to school, we ask that you give careful consideration to the fact that BASD does not know how long it will be before we return to “normal”, full, in person classroom learning, busing, etc.

To the extent possible, we are trying to minimize the movement of students into and out of the different instructional models. Such movement can be disruptive to social, emotional, and academic learning for your child, our staff, and for other students. Should family circumstances change, we will review each request to move from one model to another on a case-by-case basis.

Again, please note that under the current BASD Health & Safety Plan and Pennsylvania mandates masks will be required on our buses and for in-person learning with under six feet of social distance. This will be monitored and enforced to the fullest extent possible. During both in-person and virtual learning there will be breaks. In particular, in-person learners will be given planned breaks to remove their masks with a minimum social distancing of six feet - whether indoors or outdoors. Masks and face coverings will not be required during snack breaks or lunches.

ALL students, faculty, and staff will be expected to carry a mask/face covering at all times. They will be required to a wear mask or face covering when transitioning in hallways, within designated common areas or if the individual becomes symptomatic.

If any of this is problematic for your child(ren), we ask that you please carefully review ALL of the models available for our students prior to making your selection(s).

Middle School 6 Day Cycle—Grades 6, 7, and 8—for all Instructional Models and Regardless of Building Assignment

For the parents of Middle School students, we have made a modification to the BASD 6 Day Cycle. In years past, the MS 6 Day Cycle was implemented to include days off from school in the rotation. Starting with 2020-2021 school year, that will no longer be the case. Below is an example of the new format:

- Monday, August 31, 2020—Day 1
- Tuesday, September 1, 2020—Day 2
- Wednesday, September 2, 2020—Day 3
- Thursday, September 3, 2020—Day 4
- Friday, September 4, 2020 - SCHOOL HOLIDAY, not part of the cycle
- Monday, September 7, 2020 - SCHOOL HOLIDAY, not part of the cycle
- Tuesday, September 8, 2020—Day 5
- Wednesday, September 9, 2020—Day 6
- Thursday, September 10, 2020—Day 1
- Friday, September 11, 2020  (Virtual Day for ALL) —Day 2

Please Note: This BASD 6 Day Cycle is already the model followed at BASH.

Textbooks, etc. For our BASD Virtual Learners, a schedule for any necessary distribution of textbooks and other classroom/teacher-specific items will be coordinated and released under separate cover.
Key Components of Scaffolded Plan: In-Person Hybrid

- IEP teams will work collaboratively to determine the most appropriate plan for students who receive special education services.
- The district will collaborate with BCTC to support students who participate in these programs.

Reconfiguration of grade levels in buildings supports social distancing:
Buildings are at approximately 75% capacity

K-4 Elementary Schools
Gr. 5-6 in MS
Gr. 7-9 in HS T, W
Gr. 10-12 in HS M, Th

Instructional practices embedding technology will be prioritized across all grades – appropriate for all phases (red, yellow, green)

Volume of students on busses also decreased

The K-6 schedule includes four days of in-person (face-to-face) and one day of virtual instruction (Friday). All models would include of a combination of synchronous/asynchronous learning. The 4 and 1 model:

- Reduces exposure at school by 20% each week
- Allows time for deeper cleaning of buildings over extended weekend timeframe (Friday, Saturday, and Sunday)
- Provides additional time for teacher collaboration, virtual learning preparation, and differentiated student support
Our Instructional Models continued

As parents/guardians of children living within the Boyertown Area School District, you have five instructional models to choose from for the 2020-2021 school year. The following is a description of each model along with the steps necessary to enroll your child in a particular option.

**Scaffolded Model:**

**In Person Hybrid**

**The Enrollment Process:**

If your child is a returning BASD in person student or a new fully registered BASD in person student, you do NOT need to do anything else.

If your child is a new BASD in person student you MUST first complete the full registration process.

BASD Registration Web Page
Registration Email Address

Once registration is complete you do NOT need to do anything else.

**The Schedule for Our Scaffolded/In Person Learners:**

**PreK Counts:** Details to be sent under separate cover.

**Grades K-4:**
Monday through Thursday: In Person at the Elementary Schools
Friday: BASD Virtual Learning
Arrival Time: 8:20 AM - 8:40 AM - Specific Parent Drop-off Times to Follow*
School Day: 8:40 AM - 3:20 PM
Dismissal Time: 3:20 PM

**Grades 5 and 6**
Monday through Thursday: In Person at the Middle Schools
Friday: BASD Virtual Learning
Arrival Time: 7:20 AM - 7:40 AM - Specific Parent Drop-off Times to Follow*
School Day: 7:40 AM - 2:35 PM
Dismissal Time: 2:35 PM

5th Grade Learning will follow the typical 5th grade schedule.
6th Grade Learning will follow a period schedule or middle school model.
Following the BASD 6 Day Cycle - *As outlined on the previous page.*

**Grades 7,8, and 9**
**UPDATED: Monday, Thursday, and Friday:**  BASD Virtual Learning
Tuesday and Wednesday: In Person at BASH
Following the BASD 6 Day Cycle - *As outlined on the previous page.*
Arrival Time: 7:20 AM - 7:40 AM - Specific Parent Drop-off Times to Follow*
School Day: 7:40 AM - 2:35 PM
Dismissal Time: 2:35 PM

**Grades 10, 11, and 12**
Monday and Thursday: In Person at BASH
Tuesday, Wednesday, and Friday: BASD Virtual Learning
Following the BASD 6 Day Cycle - *As outlined on the previous page.*
Arrival Time: 7:20 AM - 7:40 AM - Specific Parent Drop-off Times to Follow*
School Day: 7:40 AM - 2:35 PM
Dismissal Time: 2:35 PM

*UPDATE: FRIDAY IS A VIRTUAL LEARNING DAY FOR ALL SCAFFOLDED IN PERSON HYBRED INSTRUCTIONAL MODEL STUDENTS.*

*It may be necessary to adjust parent drop-off times to accommodate the anticipated flow of traffic into our buildings.*
BASD Virtual Learning

The Enrollment Process:
If your child is a returning BASD student or a fully registered new BASD student, you need to complete the **BASD Virtual Enrollment Form**. The form will automatically go to the appropriate school for processing.
If your child is a new BASD student you MUST first complete the full registration process.

**BASD Registration Web Page**
**Registration Email Address**
Once fully registered, you must then complete the enrollment form above.

For more details on our BASD Virtual Learning, please visit our website at [BASD Cyber Opportunities](#) and select the BASD Virtual Learning section on the left-hand side.

**Supported by:** Boyertown Area School District

**Instructors:** Boyertown Teachers

**Format:**
Synchronous - Synchronous learning is direct interaction with your teacher and other students. It includes various learning activities, projects, labs, assessments, etc. It is not just students watching a teacher lecture. Teachers engage students in a way that strengthens and deepens the learning process.

**AND**
Asynchronous - Students are not required to participate in learning at a designated time. The teacher delivers instruction through a recorded video, projects, virtual labs, assignments, etc.

**Schedule:** Fixed—follows regular classroom/school day schedule

**Curriculum:** Standards-aligned and **BASD District Curriculum**, as well as various online platforms

**Extra-curricular and Student Supports:** Access to BASD clubs, activities, as well as academic and school counseling supports

**Diploma:** Boyertown Area School District

**Schedule for BASD Virtual Learners:**

**PreK Counts:** Details to be sent under separate cover.

**Grades K-4:**
School Day: 8:40 AM—3:20 PM

**Grades 5 and 6**
School Day: 7:40 AM—2:35 PM

5th Grade Learning will follow the typical 5th grade schedule.

6th Grade Learning will follow a period schedule or middle school model. Following the BASD 6 Day Cycle—*As outlined on a previous page.*

**Grades 7, 8, and 9**
Following the BASD 6 Day Cycle—*As outlined on a previous page.*
School Day: 7:40 AM—2:35 PM
Dismissal Time: 2:35 PM

**Grades 10, 11, and 12**
Following the BASD 6 Day Cycle—*As outlined on a previous page.*
School Day: 7:40 AM—2:35 PM
Berks Online Learning Cyber for Students Enrolled in BASD

The Enrollment Process:
If your child is a returning BASD student or a fully registered new BASD student enrolling in BOL Cyber for the 2020-2021 school year, Mrs. Rebecca Hester will begin the enrollment process for you. Please email Mrs. Hester and include the child’s name, school building, grade and any information regarding an IEP, a GIEP, or a 504 Plan.

If your child is a new BASD student you MUST first complete the full registration process.

BASD Registration Web Page
Registration Email Address

Once fully registered, you must then send a message to the email listed above.

Important Note: For students with an IEP, a GIEP, or a 504 Plan, enrollment in the Berks Online Learning Program will not be complete until after the appropriate IEP/GIEP/504 meeting has taken place with BASD.

For more details on our BASD Virtual Learning, please visit our website at BASD Cyber Opportunities and select the BASD + Berks Online Learning section on the left-hand side.

Supported by: Berks County Intermediate Unit (the district pays the BCIU to provide this option)

Instructors: Berks Online Learning Teacher

Format: Asynchronous - Students are not required to participate in learning at a designated time. The teacher delivers instruction through a recorded video, projects, virtual labs, assignments, etc.

Schedule: Flexible—any time of the day or night

Curriculum: Standards-aligned and selected by BOL—Edgenuity, Odysseyware, etc.

Extra-curricular and Student Supports: Access to BASD clubs, activities, as well as academic and school counseling supports

Diploma: Boyertown Area School District
Outside Cyber/Charter School

The Enrollment Process:
Enrollment procedures are determined by each individual school.

This Instructional Model requires the student’s parent or guardian to withdrawal their child(ren) from BASD. Please contact your child’s current school to process the withdrawal.

Homeschooling

For information regarding this Instructional Model, please visit our Homeschooling web page. Please note that Homeschooling is different from either of the BASD Cyber Opportunities.

Can Students Participate in More Than One Instructional Model at a Time?

In Person Platform (Hybrid Model):
Students would participate in the Scaffolded In Person Hybrid model following their grade level designated days (K-6 Monday through Thursday; 7 - 9 Grades on Tuesday and Wednesday; and 10 - 12 Grades on Monday and Thursday).

Full Virtual Platforms (BOL and BASD Virtual):
There is a possibility for a mixed schedule of BOL & BASD Virtual classes.. For example, a student who does not want to come into the building at all could participate in a full schedule of BASD Virtual courses, or a combination of BASD Virtual courses and BOL courses. Generally, this type of request allows for your child to keep some BASD specials/classes/electives, virtually and take their other courses thru BOL.

Important:
In order to maximize building capacity and student safety, we cannot combine the (brick and mortar) Scaffolded In Person Hybrid option with BOL or BASD Virtual. Meaning, your child cannot take some of their courses here in the building and take other courses at home.

Attendance:
The requirements for capturing student attendance data for the 2020-2021 school year are much more stringent than they were in the Spring of 2020. Instructions on attendance submissions will be provided via a separate communication.
Special Education, Gifted, and BCTC

Special Education:

IEP teams will work collaboratively to determine the most appropriate plan for EACH student who receives special education services. On a case-by-case basis we are considering the following:

- Possibility of bringing our low incidence populations into the building – Students in Life Skills, Autistic Support even on what would be virtual days for their grade level
- Possibility of bringing our students requiring direct instruction programs into the building even on what would be virtual days for their grade level

We will be bringing students into the buildings to complete evaluations with our school psychologists and therapists.

Student receiving related services (Speech, OT, PT, Hearing, Vision) can come into the building or participate virtually depending on the goals listed in the IEP.

Special Education Teachers are required to hold IEP meetings and progress monitor students while participating in virtual programming.

For students with an IEP, a GIEP, or a 504 Plan, enrollment in the Berks Online Learning Program will not be complete until after the appropriate IEP/GIEP/504 meeting has taken place with BASD.

If your child has an IEP and wishes to participate in BASD Virtual Program an IEP meeting is required prior to the completion of enrollment in our virtual learning program.

A GIEP Meeting is NOT required prior to enrollment in BASD Virtual Learning.

If you have any questions regarding your child’s IEP or GIEP please reach out to the Special Education Department at 610-473-3610.

BCTC:

As of now, BCTC will begin classes on August 26th. BCTC will provide transportation to and from BASH. BCTC students who wish to access the BCTC transportation are responsible for their own transportation to and from BASH on August 26th, 27th, and 28th.

Please check the BCTC website prior to reporting to school on August 26th, in case there are any changes to the BCTC start date.

More details regarding BCTC may be forthcoming.
**Lockers, Planned Mask/Face Covering Breaks and Lunches**

**Lockers:**
Students will **NOT** be assigned lockers for the 2020-2021 school year. They will be permitted to carry backpacks throughout the day.

**Planned Mask/Face Covering Breaks:**
Students will be given planned mask/face covering breaks throughout the day. These breaks may take place in various locations including outdoor spaces, larger indoor spaces, etc. Obviously, students will be permitted to remove masks/face coverings during snack breaks and lunches. Additional time for outdoor activities will be determined at the building level.

**Lunches:**
**We encourage parents and guardians to apply/re-apply for free/reduced meals as soon as possible, particularly if there has been a change in economic status.** A free/reduced determination would allow your child(ren) to receive waived or reduced fees on activity, technology and testing fees. Please visit our [Food Services](#) web page for the application link.

Where students will eat lunch will be determined at the building level. Students may eat in their classrooms, in the cafeteria, or in a combination of the two. Teachers may choose to take their students outside to eat, etc. Information regarding lunches will come directly from the individual buildings.

“Menus may be subject to change.” This notice is always on our menus; however, this year, it is important to note that the availability of items and our ability to operate based on staff may make last minute changes necessary.

For those students who participate in our scaffolded instructional model (in person), we will have meals available for their virtual day(s). Those meals will be pre-prepared and pre-packaged to be picked up on the way to the bus at the end of the day. There will not be choices/options given. Most items sent home will be based on what’s on the menu the following day or other take-home item(s). Take home heating and storing instructions will be posted to the website. Meals purchased for virtual days will be charged according to the student’s eligibility; therefore, if a student is reduced or paid, there account will be drawn down accordingly.

For those students participating in BASD Virtual Learning or Berks Online Learning Cyber*, meals will be available. The meals must be pre-ordered and picked up by a parent/guardian/family friend. More information regarding this process will be provided under separate cover. (*This does not apply to outside cyber/charter placements.)

The full year breakfast menu and lunch menus for the first two weeks of school are included on our [Return to School 2020-2021](#) web page.
Social Emotional Learning, School Counseling, and Wellness

The opening of the 2020-2021 school year will be a new experience for the entire BASD Learning Community. We recognize that students and families may experience a range of emotions from excitement to anxiety as they prepare for the return to school. The nervous excitement many students experience at the start of any school year may be heightened as they prepare to reconnect with friends, meet new teachers and classmates and resume learning through virtual, in-person, or hybrid settings.

While much uncertainty surrounds the reopening of school, we know that social and emotional learning (SEL) will be critical to re-engaging students, supporting families, rebuilding relationships, and creating a foundation for academic learning. To enhance existing foundations of our students and families, BASD teachers and staff will be spending the first few weeks for school building connections, relationships, and resiliency skills (CASEL, 2020). Throughout the summer, teachers participating in our SEL committees have spent time creating social emotional learning activities for students that will be used throughout the year.

Resources:

If you are looking for resources to help prepare you and your family for the return to school, please feel free to explore the ones offered below:

Psychology Today presents Tips for Parents to Help their Kids Return to School. In this article the importance of early communication related to back to school is shared. The author explains why it is important to begin talking about what returning to school will look like and possible stressors that may arise. Additionally, the author shares the important role that parents play in normalizing emotions and teaching, not protecting, children to cope with life stressors and challenges.

Back to School Tips for Parents from the Child Mind Institute. This post details struggles that students with and without learning differences may face when returning back to school. Highlighted are the importance of building relationships with teachers, the importance of a dedicated homework time and routine, mental health issues that may emerge, and the importance of positive modeling and open communication.

Back-to-School Resources for Parents from Edutopia provides a large array of resources for families. Included you will find articles, podcasts, and videos on topics ranging from transitions to priming brains to engage in new learning for a new school year.
Technology

Use of Personal Devices

BASD will NOT configure personal devices for use on our network. The district will provide 1:1 technology devices for students in grades 1 through 12.

First thru Fifth Grade Scaffolded In Person Hybrid Students will receive their temporary Windows devices on the first day of school. Upon receipt of our new Chromebooks, we will put together a process to return the Windows devices and distribute the Chromebooks. More details will be released at the appropriate time.

6th thru 9th Grade Chromebook Distribution Update: Over the past several weeks we have distributed Chromebooks to students in grades six through nine. While many participated in this process, there are still a significant number of devices to be distributed. We MAY schedule additional distribution dates and times. Otherwise, the students in six through ninth grades who did not pick up their Chromebooks will receive them on their first day of school.

For Elementary BASD Virtual Learners AND Elementary Berks Online Cyber Learners:

All Elementary BASD Virtual & Berks Online Cyber students can pick up their laptops for the 2020-2021 school year on Tuesday, August 25th and Wednesday, August 26th from 8 am to 8 pm, at the Senior High School, door 31. There will be cones directing you where to pull up to. Please drive up to the door and an IT Technician will greet you. Please no walk ups. Please come wearing masks. For elementary students, there is no form or payment required for pickup.

For Secondary BASD Virtual Learners AND Secondary Berks Online Cyber Learners:

All Secondary BASD Virtual & Berks Online Cyber students can pick up their laptops for the 2020-2021 school year on Monday, August 24th and Tuesday, August 25th from 8 am to 8 pm, at the Senior High School, door 31. There will be cones directing you where to pull up to. Please drive up to the door and an IT Technician will greet you. Please no walk ups. Please come wearing masks.

For NEW students in Grades 6 thru 8, please bring the attached middle school participation form along with a check for $20 or you can pay online at [www.ezschoolpay.com](http://www.ezschoolpay.com) and bring a receipt of payment. For new students in Grades 9th thru 12th, please bring a completed high school participation form along with a check for $40 or you can pay online at [www.ezschoolpay.com](http://www.ezschoolpay.com) and bring a receipt of payment. Existing Students will retain their issued devices and can submit Tech Usage fees in a check or online payment at [www.ezschoolpay.com](http://www.ezschoolpay.com).

Middle School East Laptop Program Participation Form
Middle School West Laptop Program Participation Form
High School Laptop Program Participation Form
Annual Student Data Verification Process
in Infinite Campus Parent Portal

Annual Student Data Verification:

Every year BASD conducts our Annual Student Data Verification and every year we stress the importance of this process. For our Return to School 2020-2021 this process is not only important, it is *critical*. Our student data is how we communicate, not only with students, but with parents and guardians, as well. We use this data to contact you for routine items, but, more importantly, when we need to reach you due to an emergency or a change in the school day based upon weather, etc.

On the afternoon of Monday, August 17th our Student Services Team will be sending out the instructions for completing the Annual Student Data Verification process.

If you do NOT have an Infinite Campus Parent Portal account, you will NOT receive the first round of this communication. Having an IC Parent Portal Account is crucial for your success as the parent/guardian of a BASD student. If you do not have a computer, there is an app that can be used on other devices including cell phones. *If you still need to set up your IC Parent Portal Account, please contact your child’s school for assistance.*

If you require assistance with your child’s Annual Student Data Verification, please email us at Campus Portal Help.

2020-2021 CHANGE to the Publicity Section of Annual Student Data Verification:

Throughout the year, there may be multiple opportunities for the publicity of your child’s information including their name, school building, teacher(s), and photographs. Please make your selection regarding publicity below. Please note that if neither choice is completed (both selections are left blank), your child’s publicity information MAY be used.

___ I give permission to release any publicity information pertaining to my child.

___ I do NOT give permission to release any publicity information pertaining to my child.
Transportation Memo Dated 7/31/2020 and Additional Information

To: The BASD Learning Community

From: The BASD Transportation Department

CC: Board of School Directors

Date: July 31, 2020

Subject: BASD Transportation 2020-2021

Dear BASD Learning Community:

Of all the concerns facing school districts, one of the most challenging is what to do about transporting our students as we try to mitigate health risks and provide as much space as possible between riders.

The U.S. Centers for Disease and Control and Prevention’s (CDC) guidelines indicate that schools should look to limit school bus riders to one per seat while skipping a seat to provide additional space. This would result in 12 students per bus for each bus run. It is virtually impossible to follow these guidelines within the financial and human resources at our disposal.

New state guidelines released on Thursday, July 16th are far less restrictive, advising schools to: “minimize the number of people on the bus at one time within reason and to the greatest extent possible.”

Throughout this pandemic we have relied, in large measure, on the state guidelines when making decisions. With that said, we have worked with Quigley Buses to put together a protocol for our BASD buses and vans that takes into account the far less restrictive state guidelines, while still doing all we can to mitigate health risks and provide as much space as possible within the resource available to us.

The following is our transportation protocol for the 2020-2021 school year:

1. Parents/Guardians will perform a temperature check on All students prior to boarding the bus in AM or at midday for kindergartners.
2. Students should wash their hands or use hand sanitizer before leaving for the bus stop.
3. Parents/Guardians are responsible for maintaining social distancing at the bus stops.
4. Students are required to wear a mask or face shield while boarding the vehicle.
5. Students are required to wear a mask or a face shield at ALL times while riding on their bus or van.
6. Students will load the bus by filling seats from back to front to limit students walking past each other to find seats.
7. Students will have assigned seats.
8. There will be at least 2 students to each seat.
9. Siblings going to the same school will sit together on the same vehicle.
10. Students will not sit in the first 2 seats behind the driver, seat 1 and 2.
11. Once at school, students will disembark from the front of the bus to the back of the bus – again, to avoid passing each other more times than necessary.
12. Cleaning of the vehicles will be done throughout the day.
13. The bus or van driver will wear a mask or face shield at all times during the ride.
14. Bus and van windows will be open when the weather permits to improve ventilation during the ride.

Due to the daily variances in bus routes, the roster times may vary up to 10 minutes. Please be sure to arrive at your stop in plenty of time.

This protocol may undergo revisions at any time as mandated by the local, state, and federal guidelines and will remain in effect until lifted in writing by BASD.

We appreciate your support as we continue to navigate COVID-19 with health and safety as our first concern. If you have any questions, please contact Christine Battin, Transportation Supervisor, at cbattin@boyertownasd.org or 610-473-3473 (the transportation office #).

Thank you and safe travels.

Additional Information:

Signs will be posted on each bus reminding students that masks/face coverings are required. A sample of the sign is available on our Return to School 2020-2021 web page.

Please note that parent pick up and drop off procedures for some schools may have changed due to the expected increase in the number of students who will not be riding our buses. Videos for each of these schools will be provided detailing the drop-off and pick up procedures for 2020-2021. The videos will be posted on the Return to School 2020-2021 web page. We will notify parents and guardians when the videos are posted.

We encourage you to review the transportation safety rules or drop-off and pick up videos with your child prior to August 31st and to review them frequently during the coming months.

To contact the Transportation Department regarding busing, please email Christine Battin, Transportation Supervisor or call 610-473-3473.

For questions regarding drop-off and pick up procedures, please contact your specific school(s).
To: BASD Learning Community

From: Charles Dresher, Director of Facilities and Operations

Date: August 14, 2020

Re: Cleaning Protocols for Return to School 2020-2021

As we prepare for Return to School 2020-2021, we want to share our protocols for cleaning under the current pandemic.

Our team will use Hillyard products QT3 and Suprox D, per the manufacturer’s instructions in order to maintain consistency.

https://b2breports.hillyard.com/Reports/Product/ProductDetailSheet.asp?productId=HIL0084300

https://www.hillyard.com/images/ProductData/HIL00609.pdf

All high-touch surfaces will be disinfected regularly, including water fountains, door handles, light switches and student desks. When available, the use of water fountains will be restricted to bottle refilling ONLY. Students and staff will be required to use individual water bottles from home or disposable plastic bottles.

All individuals in school will sanitize or wash their hands frequently. Hand sanitizer will be made available at entrances and in classrooms where sinks for handwashing are not available. For our families with the financial means to do so, we strongly encourage you to donate hand sanitizer and/or liquid soap to your child’s classroom teacher(s).

BASD will communicate hygiene, social distancing, and other mitigation protocols regularly. The signs to be used at both the Elementary and Secondary levels are available on our Return to School 2020-2021 web page. We encourage you to review these resources with your child(ren) prior to August 31st and throughout the coming months.

All district staff will be provided with the appropriate cleaning supplies to be used with students in the classrooms, along with training on the proper use. District staff will be using the same products listed above. Please do NOT send in cleaning wipes or supplies. All such donations will be returned in order to protect the health and safety of our students and staff with allergies.

Classrooms and common areas will be ventilated with additional circulation of outdoor air using windows, doors, and/or fans as directed by Facilities and Operations.
A Message from Our Elementary School Principals
and the Elementary School Supply List for 2020-2021

August 14, 2020

Dear Parents and Guardians,

Traditionally in August we send home information related to the start of the school year. Obviously this process has been delayed due to the on-going pandemic. Now that our Instructional Plan for the 2020-2021 has been set, we are pleased to begin sharing information with all of you.

The general supply list for all BASD students in grades K-5 is included below. The list will also be posted on the Return to School 2020-2021 web page.

Kindergarten orientation, new student orientation, and back to school nights will be scheduled virtually with more details to follow from each of the individual buildings. Additionally, with a focus on the social and emotional needs of our students, our primary focus throughout the first two weeks and beyond (as needed by our students) will be orienting them to their buildings/protocols and establishing the personal connections necessary to ensure their academic success.

We are diligently working on class lists as we receive the most current information related to student enrollment. Class assignments will not be sent out prior to August 24 due to the ever-changing circumstances. As a reminder, the first day of school is Monday, August 31, 2020.

We understand that this has been a difficult time for all. Your patience and support is greatly appreciated. We look forward to working together with you and your child(ren) this year!

The Elementary Principal Team

The Elementary Principal Team

BASD Elementary General Supply List

The sharing of student and classroom school supplies is restricted under our current Health & Safety Plan.

The list below is our district-wide general supply list for students in grades K-5. These supplies will be needed for each of the instructional models BASD is offering for the 2020-2021 school year.

General Supplies for students under ALL instructional models:

- Pencil box/pouch
- #2 Pencils and Erasers
- Personal pencil sharpener
- Crayons-Box of 8 or more crayons/colored pencils
- Glue stick and Elmer's Glue
- Student scissors
- Sticky note pad
- White board/White board markers/sock for eraser
- Composition/Lined Notebook book
- Earbuds/Headphones– These will be needed as we prepare our students to use district-provided technology should we need to move to a full virtual learning environment in the future.
- Mask/Face Covering (one to wear, extra one in backpack)
- Water bottle – The use of water fountains and sinks will be limited under our current plan.

All items should be clearly labeled with your child’s name and classroom teacher’s name.

Individual teachers may have additional items required for their specific classrooms. If this is the case, your teacher(s) will notify you directly.

If you need support getting supplies for your children, please reach out to your building principal and/or school counselor. We are here for you and happy to help!
A Message from Our Middle School Principals

August 14, 2020

Dear Parents and Guardians,

Traditionally in August we send home information related to the start of the school year. Due to the Coronavirus outbreak, our process has been delayed as we make changes based on updated guidance from the state and health professionals. We will continue to adjust as we receive information regarding COVID-19. Please see the update below:

The first student day is Monday, August 31, 2020.

New student orientation programs will be scheduled virtually, with more details to follow from each of the individual buildings. Additionally, with a focus on the social and emotional needs of our students, our primary focus throughout the first two weeks and beyond (as needed by our students) will be orienting them to their buildings/protocols and establishing the personal connections necessary to ensure their academic success.

We are diligently working on student schedules. Schedules will not be released prior to August 24 due to the ever-changing circumstances.

Student supply lists for Middle School East and Middle School West are included in this guide. The lists will also be posted on the Return to School 2020-2021 web page.

We understand that this has been a difficult time for all. Your patience and support are greatly appreciated. We look forward to working together with you and your child(ren) this year.

Sincerely,

The Middle School Principal Team
The Middle School EAST Supply List for 2020-2021

*The sharing of student and classroom school supplies is restricted under our current Health & Safety Plan.*

General Supplies for all MSE students under all instructional models:
- Pencil box/pouch
- #2 Pencils and Erasers
- Personal pencil sharpener
- Box of colored pencils
- Glue stick and Elmer’s Glue
- Student scissors
- Sticky note pad
- Earbuds
- White board/White board markers/sock for eraser
- Spiral notebooks / lined notebook paper

**CALCULATOR INFO:** These are the calculators that you should purchase for your child:
- 6th grade – TI-34 Scientific Calculator
- 7th grade – students in Algebra I – TI 84 Plus graphing calculator (you can also get TI 84 Plus CE, it is the same thing but the screen has color and the calculator comes in colors too) either one is fine.
- 7th grade – students in Pre-Algebra or Advanced Pre-Algebra - TI-34 Scientific Calculator
- 8th grade – TI 84 Plus graphing calculator (you can also get TI 84 Plus CE, it is the same thing but the screen has color and the calculator comes in colors too) either one if fine. Please note, this will be the only calculator students will need for the rest of their HS/College career.
- Unlined white paper
- 12” ruler
- Black Sharpie - ultra fine tip
- Watercolor pan set
- Masks (one to wear, extra one in backpack)
- Clear water bottle
- Lightweight towel
- Safety glasses/goggles (to be used for Tech Ed class)
- One inch binders for major subject areas
- Eight-pack of magic markers

Individual teachers may have additional items required for their specific classrooms. If this is the case, your teacher(s) will notify you directly.

If you need support getting supplies for your children, please reach out to your building principal and/school counselor. We are happy to help!
The Middle School WEST General Supply List for 2020-2021

The sharing of student and classroom school supplies is restricted under our current Health & Safety Plan.

General Supplies for all MSW students under all instructional models:
• Pencil box/pouch
• #2 Pencils and Erasers
• Personal pencil sharpener
• Box of colored pencils
• Box of 8 Classic Color Crayola markers
• Glue stick and Elmer’s Glue
• Student scissors
• Sticky note pad
• Earbuds
• White board/White board markers/sock for eraser
• Spiral notebooks / lined notebook paper
• CALCULATOR INFO - These are the calculators that you should purchase for your child:
  o 6th grade – Casio FX-300ES Plus Scientific Calculator
  o 7th grade – students in Algebra I – TI 84 Plus graphing calculator (you can also get TI 84 Plus CE, it is the same thing but the screen has color and the calculator comes in colors too) either one is fine
  o 7th grade – students in Pre-Algebra or Advanced Pre-Algebra - Casio FX-300ES Scientific Calculator
  o 8th grade – TI 84 Plus graphing calculator (you can also get TI 84 Plus CE, it is the same thing but the screen has color and the calculator comes in colors too) either one if fine. Please note, this will be the only calculator students will need for the rest of their HS/College career.
• Unlined white paper
• 12” ruler
• Black Sharpie - ultra fine tip
• Watercolor pan set
• Safety glasses/goggles (for tech ed classes/science)
• Masks (one to wear, extra one in backpack)
• Clear water bottle
• Lightweight towel

Individual teachers may have additional items required for their specific classrooms. If this is the case, your teacher(s) will notify you directly.

If you need support getting supplies for your children, please reach out to your building principal and/school counselor. We are happy to help!
A Message from Our BASH Principals

August 14, 2020

Dear Parents and Guardians,

Traditionally in August we send home information related to the start of the school year. Due to the Coronavirus outbreak, our process has been delayed as we make changes based on updated guidance from the state and health professionals. We will continue to adjust as we receive information regarding COVID-19. Please see the update below:

The first student day will be Monday, August 31, 2020.

New student orientation programs will be scheduled virtually, with more details to follow from each of the individual buildings. Additionally, with a focus on the social and emotional needs of our students, our primary focus throughout the first two weeks and beyond (as needed by our students) will be orienting them to their buildings/protocols and establishing the personal connections necessary to ensure their academic success.

We are diligently working on student schedules. Schedules will not be released prior to August 24 due to the ever-changing circumstances.

There is NOT a general supply list for BASH students. Teachers will provide students with information regarding the specific supplies needed for each of their individual classrooms.

Student Summer Reading assignments should be completed by August 26, 2020. Summer reading directions can be found here https://www.boyertownasd.org/Domain/1319.

We understand that this has been a difficult time for all. Your patience and support are greatly appreciated. We look forward to working together with you and your child(ren) this year.

Sincerely,

The BASH Principal Team