<p style="text-align:center">Frequently Asked Questions (FAQ) Document for
Muncy School District Students and Families
(Original: August 6, 2020; Updates in Red (August 19, 2020))</p>

1. *Learning Options*

Will distance learning look different than distance learning in the spring?

Yes. Synchronous learning with our teachers will include live or pre-recorded instructional sessions in which students will follow their normal schedule as if they were attending in-person. The level of rigor, workload, grading/assessment, and other expectations will remain the same for virtual students as students learning in-person.

Will students be provided with a device?

Yes. All Muncy students will be issued a device. The District will work with families whose child(ren) are learning virtually and access to the Internet is limited. Chromebooks and materials are tentatively scheduled to be picked up by all 'Real Time Distance Learning Families on August 27, 2020 from 5:30 p.m. – 6:30 p.m. at Ward L. Myers Elementary School and from 6:00 p.m. – 7:00 p.m. at Muncy Jr. / Sr. High School. We are still in the process of determining the pick-up date for students choosing Muncy's Online Learning Academy through EQUIP. Students who selected In-person instruction may be pick up devices on the first day of school as long as we have received parental acknowledgement to comply with all aspects of Muncy School District's Technology Agreement.

Are parents/guardians permitted to change learning options based on changing conditions or students are not experiencing success in the selected option?

Muncy School District will work with each family to ensure that the learning option meets the needs of every student. If a family finds that their selected option is not meeting the needs of their child(ren), the District will work with the family to find the correct placement for each child. Please continue to stay in communication with your child(ren)'s building principal and school counselor.

2. *Real Time Distance Learning (Synchronous) Information*

'Real Time (Synchronous)' means students keep up to date with classroom information and assignments from home on a daily basis.

 a. Students will access each teacher's Google Classroom for instructional content, activities and assignments for completion each day.

 b. Teachers will post instructional videos for students to learn new content.

  i. Teachers will use video conference sessions for direct instruction components of lessons (e.g., Zoom) or pre-recorded videos within Google Classroom.

   1. Instructional content explained through video conferencing sessions will be posted to Google Classroom as soon as possible during the instructional day.

   2. Instructional content explained through pre-recorded videos will be available prior to the student's scheduled class.

 c. The level of rigor, workload, grading / assessment and other expectations will remain the same for both virtual students and students learning in-person.

 d. Since teachers will be covering the school district's curriculum, this option will serve as the most seamless for transitioning back to in-person instruction.

 e. Students must use their district provided username and password to sign into their district assigned Chromebook. Students must sign into the Google Chrome Browser if they are using their own personal device at home and utilize Classlink.

'Real Time (Synchronous)' means teachers will be available during regularly scheduled class time to answer students' questions about classroom materials and assignments.

    a. During class, teachers will use Go Guardian Chat or Video Conferencing Chat for answering student questions in the virtual classroom.

    b. After class, questions may be asked through a variety of different formats based on the discretion of the teacher (E-mail; Remind; SeeSaw; or Video Conference sessions (e.g., Zoom) as scheduled by the classroom teacher).

Teachers may account for a student's daily attendance in one of three different ways:

1. Attendance through video conferencing sessions during scheduled class time OR
2. Engaged activity and engagement reports through Go Guardian OR
3. Completion of Assignments

Attendance for all distance learners will be finalized the next day to allow time for the completion of assignments.

3. *Digital Conferencing Expectations for Students*

All in-person classroom rules apply in digital conferencing sessions. Student attire should be school appropriate. Students should choose an area with good lighting, limited noise, and with no inappropriate items behind them. Students should utilize headphones for participation in digital conferencing. Students should enter digital conference sessions muted using their school assigned login information. Students should follow any additional teacher guidelines. Any unauthorized recordings and screenshots of digital conferencing sessions are strictly prohibited.

4. *Face Coverings*

When will students be required to wear a face covering? (Updated 08/19/20)

In accordance with DOH updated requirements, face coverings must be worn while in school at all times even when able to maintain 6 feet of social distance with limited exceptions.

Note: LYCO CTC students will also be required to wear a face covering and follow any and all industry standards.

What constitutes a face covering?

"Face covering," as defined by the Governor's orders, means a covering of the nose and mouth that can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the order, *can include a plastic face shield that covers the nose and mouth*. Local medical professionals endorse the wearing of masks and the use of shields in the event an individual is unable to wear a mask.

What will happen if a child refuses to wear a face covering?

Children two or older are required to wear a face covering unless they have a medical or mental health condition or disability, in accordance with Section 504 of the Rehabilitation Act or IDEA that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse and IEP/504 team. Those who refuse to wear a face covering may no longer be permitted to participate in traditional face-to-face instruction.

Are employees mandated to wear a face covering? (Updated 08/19/20)

In accordance with DOH updated requirements, face coverings must be worn while in school at all times even when able to maintain 6 feet of social distance with limited exceptions.

According to the Governor's Order, all employees, including bus/van drivers, are required to wear a face covering unless there is a medical or mental health reason documented by a medical provider that precludes the wearing of a face covering.

Will face coverings be provided for students/staff?
The District has purchased both cloth masks and face shields for students/staff who do not have access to a face covering. Disposable masks will also be available on district transportation and within the buildings if a mask is forgotten, lost, or soiled throughout the school day.

5. *Screenings / Symptoms*
Will families be asked to complete a daily screening?
Yes. Parents/guardians will be asked to complete a daily screening prior to sending their child(ren) to the bus stop or dropping them off at any of the buildings. Additional temperature screenings will be conducted as students enter the building each day. Please use the following link to see the thermal scanners purchased by the district to conduct temperature screenings (https://www.cssinco.com/jxg-213-f-detail). A sample 30 second video of the thermal scanner in action can be seen at the bottom of the page. Please utilize the screening tool on the next page and **if a child is sick, please keep them home.**

School Symptom Screening Tool

*May be utilized as a screening tool for both at home and on-site screening practices.
Complete Daily Prior to School/Work*
Employee or Student Name:
Assigned Class/Group:
Temperature:
Are you/is the student taking any medication to treat or reduce a fever such as Ibuprofen (i.e. Advil, Motrin) or Acetaminophen (Tylenol)?
Are you/is the student experiencing any of the following?

Group A 1 or more symptoms	Group B 2 or more symptoms
Fever (100.4 or higher) Cough Shortness of breath Difficulty breathing	Sore throat Runny nose/congestion Chills New lack of smell or taste Muscle pain Nausea or Vomiting Headache Diarrhea

Stay home if, you or the student:
- Have one or more symptoms in Group A **OR**
- Have two or more symptoms in Group B **OR**
- Are taking fever reducing medication.

Will employees be expected to perform a daily screening?
Yes, all employees will be required to complete a symptom screening prior to arriving at work.

What will happen if a child has a temperature when they come to school?
The individual will be sent to the nurse's office for further evaluation. The individual will be required to be masked at all times and isolated in a designated location away from others until evaluated.

If a teacher or a student test positive for COVID, does that mean the whole class will be quarantined?
The school district will gather as much information about the student and their schedule. This information will be provided to the Department of Health. All contact-tracing decisions are made by the Department of Health.

If a parent or family member of a student tests positive for COVID, must the child quarantine?
The current recommendation is for all household members to quarantine when a family member has tested positive or awaits the results from a test. Additional guidance may be obtained from the Department of Health.

How will the District handle illnesses or symptoms that are unrelated to COVID?
School nurses have developed protocols to follow which will outline a return to school policy for students and staff who may develop illnesses unrelated to COVID-19. The Geisinger COVID Hotline may also be of assistance to families (570-284-3657).

Current Department of Health Protocols state the following:

Staff and students with fevers or symptoms associated with COVID-19 should seek medical attention for further evaluation and instructions before returning to school.

Staff and students with fever or symptoms that may be associated with COVID-19 and no known direct exposure to a person with COVID-19 may return to school when they are asymptomatic and have been fever free for at least 24 hours without the use of fever-reducing medicine or have confirmation of an alternative diagnosis from a health care provider that explains the COVID-19-like symptom(s).

Will students have access to education when kept at home due to screenings?
Students who stay home to help mitigate the spread of illness due to being ill or due to at home screenings may participate in 'Real-Time' Distance Learning From Home on days they are not able to physically attend school.

Will students have access to education when quarantined?
Students who stay home to help mitigate the spread of illness due to quarantine may participate in 'Real-Time' Distance Learning From Home on days they are not able to physically attend school.

6. *Attendance*

If a student is absent due to COVID-19 or quarantining, will the time out of school be counted towards attendance?
Schools are required by PDE to track daily attendance for all students, however, the District will work with families regarding time missed due to an illness related to COVID-19 or during

the time of a quarantine. Virtual options will be available to such students in order to keep them learning and engaged while fulfilling any necessary attendance requirements.

Will parents/guardians be expected to provide documentation for their child(ren) if they miss school due to COVID-19?
Yes, documentation will be required for re-admittance to school. School nurses will work with families to obtain the necessary release to return to school.

Will the same attendance policies apply for students learning virtually?
Yes. Students are expected to log-in and participate on a daily basis even when learning virtually. Students not participating or not completing assignments may be subject to disciplinary actions in accordance with local and state attendance policies.

7. *Learning Spaces*

What will a typical classroom look like?
To the greatest extent possible, classrooms will be set up with desks spaced 6 feet apart. The average sized classroom size allows for approximately 16 desks spaced 6 feet apart.
Teachers will be encouraged to remove unnecessary furniture to allow the maximum number of desks within the classroom space.

Will students be required to wear face coverings in class? (Updated 08/19/20)
In accordance with DOH updated requirements, face coverings must be worn while in school at all times even when able to maintain 6 feet of social distance with limited exceptions.

Will teachers move between classrooms?
Due to the self-contained nature of most of the classes at Ward L. Myers Elementary School, schedules will be as static as possible by having the same group of students with the same group of staff based on age and developmental level. In order to maintain the diversity of courses at the high school level, schedules will continue to have students change classes throughout the school day in a traditional manner. Students attending programs in other school districts will follow the Health and Safety Plans related to that particular school district.

How will services / interventions be delivered?
Services / Interventions will continue to be offered to students and in accordance with Individualized Education Plans. Elementary and high school students may need to change classrooms in order to receive, title, special education and related services. Where possible, teams will work to develop schedules that limit the amount of mixing of students from different classrooms.

Will traditional events like parent / teacher conferences etc. be offered?
Due to the clarifications provided to the Governor's Order limiting indoor gatherings to no more than 25 total individuals (please see link below), it will not be possible to hold such events in person at this time. If possible, the district will look into holding some of these events in a virtual or alternative format. As the guidance changes, we will continually evaluate whether or not these types of events can be held in-person.
https://www.health.pa.gov/topics/disease/coronavirus/Pages/Guidance/Targeted-Mitigation-FAQ.aspx

8. *Cafeteria*

How will breakfast be served?
Students will have access to breakfast each morning through each school's cafeteria. Students will have the opportunity to eat safely in the cafeteria and other spaces may be available to students based on the building setup.

How will lunches be served?
Lunches will continue to be served in the cafeterias with food service staff handling most of the food products, including pre-packaged utensils, condiments, etc. Students will have the opportunity to eat safely in the cafeteria and other spaces will be available to students based on the building setup.

How will the cafeterias be sanitized between lunch cycles?
Food service staff will be cleaning tables between lunch cycles to ensure the surfaces are properly sanitized prior to the next group of students.

Are students permitted to bring their own food to school?
Yes, students are permitted to pack their lunch and bring it to school.

How will food allergies be addressed?
Food allergies will be monitored on a case-by-case basis in conjunction with parents and school nurses. If necessary, designated seating will be made available.

If my child is learning online, will they still have access to school meals?
Yes. All Muncy School District students will have access to school meals. Please notify the food service office to indicate the desire for school meals and arrangements will be made accordingly.

If I have additional questions about food service, whom should I contact?
Please contact Thomas Kuntz, Food Service Director, at tkuntz@muncysd.org

9. *Cleaning and Sanitizing Protocols*

What protocols are in place to ensure high-touch surfaces are cleaned?
The District is following the CDC Guidelines for Reopening of Schools, using CDC and EPA approved cleaning products, and developing a schedule to clean high-touch surfaces throughout the school day. The frequency of cleaning high-touch surfaces in restrooms will be increased based on the building level schedule, especially after times in which there is a high use of restrooms.

Will classrooms be equipped with hand sanitizer?
Yes, sanitizing supplies will be made available for use by all throughout the school day. In addition, to hand sanitizer, classrooms with sinks will be equipped with hand soap and paper towels. Especially at the elementary school, hand-washing hygiene will be incorporated throughout the school day. Additional hand sanitizer will be made available throughout the school buildings. Disinfectant wipes will also be made available throughout each school building.

Are students permitted to carry their own hand sanitizer?
Yes. Students are encouraged to use hand sanitizer before and after handling classroom materials, eating, and coming in contact with high-touch surfaces (i.e. handrails, door knobs, etc.). Additionally, sanitizing supplies like disinfectant wipes will be made available for use by all throughout the school day.

How are water fountains being maintained?
Students will be permitted to bring water to school for use throughout the school day. Water will be made available for students who do not have access to or forget their water bottle. Please consider the use of sealable containers that keep cool all day, are spill proof and may not need to be refilled frequently throughout the day. The District is looking to purchase several new bottle filling stations to replace communal water fountains.

10. *Transportation* *(Updated 08/19/20)*

How are you handling physical distancing on school district transportation (e.g., buses)? Will there be limited capacity per bus and adjusted schedules?
Based on 'School Option Survey' results, we anticipate more parents / guardians will not be utilizing district provided transportation. Routes will be monitored to balance student ridership when possible. Alternative loading techniques will be utilized to maximize physical distancing wherever possible. In accordance with DOH updated requirements, face coverings must be worn while in school at all times even when able to maintain 6 feet of social distance with limited exceptions.

What is the plan for disinfecting the bus between transports?
Buses will be disinfected with an electrostatic sprayer after each run including between morning routes, afternoon routes, and athletic runs.

11. *Miscellaneous Questions*

When will elementary school class lists come out?
Mrs. Grohol plans on mailing classroom teacher information home to parents beginning Monday, August 10th. You can use the link below to access the supply list information for grades 1 through 6 that will be contained in the letters being sent home next week.

Elementary Supply Lists

Can my children bring their own device to school and not use a district device?
Students need to use district provided devices while at school.

If not, can they use the district device while at school and use their own device at home?
Yes.

Are Chromebooks being used in school in place of books?
No. Chromebooks are being used in addition to classroom materials and books.

When does school begin?
School begins on August 31st. Please use the following link to access the 2020 – 2021 School District Calendar:

Will there be some sort of hybrid solution offered to ensure classroom sizes will allow for proper distancing and safety protocols? (Updated 08/19/20)
If necessary, based on changing conditions within our schools and our community, Muncy School District Board of Directors may choose to reduce the number of students attending in-person instruction each day from all students attending in-person instruction each day to approximately one half (1/2) of the student population attending in-person instruction on a set, two day schedule as listed below.

50% - Hybrid Schedule				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
Group A: In-School/ In-Person **Student Last Names: A----- through King-----**	Group B: In-School/ In-Person **Student Last Names: Kinh----- to Z-----**	Groups A & B - Remote Learning	Group A: In-School/ In-Person **Student Last Names: A----- through King-----**	Group B: In-School/ In-Person **Student Last Names: Kinh----- to Z-----**
Group B: Distance Learning	Group A: Distance Learning		Group B: Distance Learning	Group A: Distance Learning

Note: Wednesdays will be a distance learning day for all students if the district were to move to a hybrid schedule.

Is there any consideration for a more structured plan than the alternative 1/3 rotation? (Updated 08/19/20)
Please reference previous questions.

What is the school district going to do for sports and or physical education?
The school district is currently following our Athletics Health and Safety Plan and PIAA guidance for sports. In terms of physical education, we will look to minimize team activities and physical contact in physical education classes by focusing on individual skill building. We will also look to limit the sharing of equipment unless cleaning and disinfecting can be done between use by different students and to number equipment to maintain individual student use throughout the course where possible.

How will assessments be done to accommodate students in the classroom and students learning from home?
Administering assessments will be developed and administered by each individual teacher.

Will grading be the same as in the spring?
No, students will be assigned numerical grades based on their completion of assignments and assessments associated with Muncy School District's curriculum.

How does this affect the students doing distance learning but would also like to participate in club activities?
Students will be able to participate in extracurricular activities in a virtual manner.

Can we see photos of the changes being made in the classrooms? Cafeteria?
Not at this time, as we are still in the process of getting everything ready for the upcoming school year.

I recently heard that another school district is offering similar options, but also adding the option to do some classes IN SCHOOL and others from home. In the areas where the student is strong (for example: English) the student can take classes from home, and where the student wishes to have face to face education, they come to school...flex time. I am wondering if it has application at MHS?
Please contact the building principal to see if this is a possibility on a case-by-case basis.

What has been done regarding ventilation systems in the schools?
Ventilation rates and outdoor air percentages will be set at HVAC consultant recommendations.

Why is mask wearing not required on the playground?
In accordance with DOH updated requirements, face coverings must be worn while in school at all times even when able to maintain 6 feet of social distance with limited exceptions.

Are there any plexiglass shields or dividers available for desks, as it seems rather impossible to keep 20-25 kids at least 6 feet apart in many of the elementary school classrooms?
The district intends on purchasing a limited number of plexiglass shields and dividers for use in classrooms. Our understanding of the order is that the use of plexiglass shields or dividers does not eliminate the requirement to maintain separation to the maximum extent possible.

Why are the only options essentially full reopening or some sort of full time distance learning when 19% of survey respondents favored a hybrid instructional model and only 8% preferred a full time distance learning model?
The dynamic nature of the pandemic required the ability for the school district to seamlessly transition between different approaches that may be required based on the changing conditions within our schools and our community. The school district may move between each of the options of full, hybrid and distance learning based on these changing conditions.

Was the time and effort invested in primarily distance learning models because no one expects the kids to start or remain in person for very long this fall?
The time and effort was invested in distance learning models based on feedback received from students and families during the spring. Our teachers have continued to participate in professional development sessions all summer to be prepared to provide continuous learning experiences for all students.

What happens if a teacher or student tests positive for COVID-19? Does that automatically shut the school down, or what is the protocol in place for that? (Updated 08/19/20)
The school district will gather information and immediately contact the Department of Health. DOH will provide guidance to schools regarding disease information, appropriate letters and communications, identification of high-risk individuals, appropriate action and treatment, and on-going support and assistance.

General CDC guidance indicates there is a role for school closure in response to school-based cases of COVID-19 for decontamination and contact tracing (up to a few days of closure), in response to significant absenteeism of staff and students (short to medium length, i.e. 2-4 weeks of closure), or as part of a larger community mitigation strategy for jurisdictions with substantial community spread* (medium to long length, i.e. 4-8 weeks or more of closure).

Muncy School District will use the following DOH and PDE released recommendations on procedures to follow when responding to COVID-19 cases in the school setting. Schools will

transition to "Real Time Distance Learning from Home' model for the duration of any school closures.

Level of Community Transmission in the County	Number of Cases of COVID-19 Within a 14-day period: 1 student or 1 staff	Number of Cases of COVID-19 Within a 14-day period: 2-4 students/staff in same school building	Number of Cases of COVID-19 Within a 14-day period: 5+ students/staff in same school building
Low	• School does not need to close • Clean area(s) where case spent time • Public health staff will direct close contacts to quarantine	• Close school(s) for 3-5 days* • Clean area(s) where cases spent time • Public health staff will direct close contacts to quarantine	• Close school(s) for 14 days* • Clean entire school(s) • Public health staff will direct close contacts to quarantine
Moderate	• School does not need to close • Clean area(s) where case spent time • Public health staff will direct close contacts to quarantine	• Close school(s) for 5-7 days* • Clean area(s) where cases spent time • Public health staff will direct close contacts to quarantine	• Close school(s) for 14 days* • Clean entire school(s) • Public health staff will direct close contacts to quarantine
Substantial	DOH and PDE recommend a Full Remote Learning Model for all schools in counties with substantial level of community transmission	DOH and PDE recommend a Full Remote Learning Model for all schools in counties with substantial level of community transmission	DOH and PDE recommend a Full Remote Learning Model for all schools in counties with substantial level of community transmission

When an entire school is recommended to close, lengths of closure time will vary by level of community transmission and number of cases. This allows public health staff the necessary time to complete case investigations and contact tracing, and to provide schools with other appropriate public health advice like cleaning and disinfecting.

If / when the school experiences exposure, is there an action plan to implement additional safety protocols?

Please see previous question. Additionally, the school district may transition to a different approach (e.g., hybrid or distance learning) based on the changing conditions within our schools and our community. Our Health and Safety Plan will be updated on a regular basis as additional guidance is sent to school districts.

Type and Intended Use of Coverings				
Approved Masks	**Disposable Surgical Mask**	**Cloth Mask**	**Neck Gaiters**	**Face Shields**
Mask Application (i.e. putting on your mask)	Hook loops snugly around ears. Ensure that mask covers nose and mouth at all times and is secured under the chin.	Secure ties to head or hook loops snugly around ears. Ensure that mask covers nose and mouth at all times and is secured under the chin.	Start with the gaiter on your neck, then pull it up to just below your eyes. Cover from nose to chin. Ensure that it fits snugly, especially around your cheeks and the bridge of your nose, not to leave gaps.	Place the face Shield on your head so the plastic or foam rests comfortably on the forehead. Ensure the shield covers the front and sides of the face and no areas are left uncovered.
Mask Removal	Unhook from ears and pull away from face without touching the inside of the mask. Fold so the inner part of the mask faces inward. Dispose immediately into trash can.	Untie or unhook from ears and pull away from face without touching the inside of the mask. Fold so the inner part of the mask faces inward.	Remove from the back of your head, by putting your (clean) fingers under the neckline and lifting up from the bottom to top over your head.	Remove and pull up and away from face without touching the front of the mask. Check for cracks in the mask and discard if cracked or damaged.

| Mask Cleaning | Dispose immediately into trash can. | Wash after daily use in washing machine with other laundry OR by hand soaking in a solution of 1/3rd cup of household bleach per gallon of room temperature water. Rinse clear. Place in the dryer or hang dry. | Wash after daily use in washing machine with other laundry OR by hand soaking in a solution of 1/3rd cup of household bleach per gallon of room temperature water. Rinse clear. Place in the dryer or hang dry. | Carefully wipe the inside, followed by the outside of the face shield with a disinfectant wipe. |

Refer to guidance above for applying, removing, and cleaning the different types of face coverings. Hand hygiene should be performed before and after applying and removing a face covering.