

Longview Christian School Plan for Reopening (Revised January 19, 2021)

This document has been prepared in collaboration with local health officials, school administration, teachers, board members, and parents. The COVID-19 pandemic has placed our school in a complex situation with many variables and considerations. This document is the result of countless hours of prayer, research, discussion, and debate. It has been an exhausting endeavor, but the safety and well-being of our families and staff plus the peace of mind that come from preparedness is one of our highest priorities. Thank you for reading with an open mind, understanding that unity is not everyone thinking the exact same way, but instead a group of unique and diverse individuals choosing to move forward in the same direction. We are in this together!

Perspective

Before we begin, we must acknowledge several truths to keep in mind while reading:

1. **It is not possible to make everyone happy.** In our surveys and meetings, we have identified trends and general beliefs that are held widely throughout our constituents; however, it is also quite clear that we all have different viewpoints and concerns. If in reading this plan, you find yourself concerned or disappointed, I get it. I am sorry for our limits. We are simply doing our best in a tough situation, and even though we don't always see eye to eye, I find comfort in knowing that there is value and benefit to be found in diversity of thought that is willing to come together in unity.
2. **We can never prepare perfectly and completely for all possible future events.** If 2020 has taught us anything, it's that we don't have a clue what to expect next. This document is our best attempt at planning for the school year, but the key word for coming months is flexibility. Events will happen that we could not plan for, and we will need to remain flexible and full of grace as we make adjustments on the move.
3. **This will be a long document to read.** As I said previously this is the result of countless hours of planning and work. We attempted to be as comprehensive as possible and consider all perspectives and potential factors. Please take the time to read it completely.
4. **God is on the throne.** We started every COVID-19 planning meeting in prayer. Proverbs 19:21 says, "Many are the plans in the mind of a man, but it is the purpose of the Lord that will stand." We recognize the value of studies, research, and planning, but for Christians that is all secondary to yielding ourselves to God and His plans. Our wisdom says to follow the guidance of multiple reliable sources and we are doing that, but our faith remains in Him, not in our plans.

Sources

Next, we want to acknowledge the sources and data that we considered in making our decisions. I will briefly describe our process and considerations concerning each type of source.

1. **COVID-19 Studies and Research** – As each day passes, scientists and doctors learn more and more about this virus. We have read many articles and published studies on the topic to try to gain a better understanding of what we are facing.

2. **State of Texas/TEA/CDC Guidelines** – There are some federal/state mandates that we are required to comply with and some that we are not. We are considering all of this guidance in our decisions. We understand that some scenarios are just different in a smaller private school compared to larger public school systems and therefore, planning must be LCS-specific.
3. **Local Officials and Conditions** – Governor Abbott must consider a very large and diverse population in his decisions. We understand the complexities and difficulties he is facing. But the environment in Houston or Dallas is different than Longview. We are closely monitoring local data (especially COVID-19 hospitalizations) and listening to local officials.
4. **Survey Results** – Any organization must listen to and value the opinions of the people they serve. We are so thankful to all of you who completed the survey. It was very helpful in making decisions. I can tell you that most of our plan lines up with the opinions of the majority of our families. This is only possible because we have a wonderful group of parents who have reasonable, researched perspectives on these challenges. We also know that the survey results are now slightly outdated. In the 5-6 weeks since parents completed the survey, new information has become available and some opinions have shifted. Thank you to the parents who have contacted us to give additional perspective after the survey concluded.
5. **Administration/Teachers/Board Discussion** – Our leadership, staff, and teachers have all had the opportunity to bring wisdom and guidance to these decisions. God has blessed us with knowledgeable, God-fearing leaders, and we believe they have been positioned to steer us through this challenge.

The Plan

Understanding this background and source data, below you will find the current Longview Christian School plan for reopening. It is organized by bullet-point and subject matter. Again, we will be flexible to adjust when new circumstances and new ideas come along. The plan is also not intended to be completely comprehensive; there are many minor decisions or events scheduled later in the school year that will be decided at a future date.

- **Learning Type** – We are planning for the majority of our students to be back in the classroom for this school year. Much of the plan below details how we will work to ensure safety for our students on campus. We are also providing another option for parents to start the school year learning at home. This plan is detailed in the amendment below titled “At-Home Learning Plan.” The at-home option will be utilized in three different ways:
 - Parent Choice – Some parents want to keep their children away from school at this time due to safety concerns or specific family situations. You can choose to start the year learning at home and remain at home as long as needed this year. Our hope is that circumstances will change, and these students can come back to school soon.
 - Hybrid Learning – Parents may wish to limit contact for their children and reduce the number of days they attend. Parents may establish a schedule with the school to do some days at home and some days at school each week. Again, we hope these arrangements are temporary.
 - Students in Quarantine – During the year any students who are required to stay home due to exposure or sickness will have the ability to join in the at-home learning on a temporary basis. This is not required if the student is too ill to do schoolwork.
- **2020-2021 Calendar** – The decision has been made to attempt to maintain the current calendar as best we can. Below are details and specific considerations/explanations.

- Early Start Option – Survey results were mixed on how the schedule might be modified, but more preferred an early start in the fall compared to extending the school year later in the spring. A good number of responses voiced concerns about both options. In our planning, the reality we discovered in the school office is that an early start just isn't possible for us this year. The summer is busy each year with admissions, planning, hiring, training, and other duties to prepare for the new year. This summer we are also focusing on reaccreditation and COVID-19 planning. There is simply too much to do and too little time to do it. We are planning to start the year as scheduled on our published calendar.
- Possible Extended Breaks or Short Closures – We are planning (academically) to accommodate for possible short-term closure during the year. By streamlining our curriculum plans and looking ahead, we can prepare to close for a short time (if necessary) without extending the school year or doing distance learning. We are also adding three additional days to the end of Christmas break, making it a full three weeks. This will give more time for discovery/recovery of illness due exposure at family Christmas gatherings or through Christmas travel.
- School-Wide Distance Learning – Our goal is to avoid mandated distance learning this year and if it is necessary, we will attempt to limit it to very short periods. If we face another situation where the governor closes schools for a long period of time, we will most likely shift some of our summer break time off to the winter/spring.
- Specific Fall Events Affected
 - *CEP Parent Meeting* – This meeting will be held over Zoom and not in person. It is at 6:30 this coming Thursday night (8/6). A Zoom link will be sent by email soon.
 - *Back to School Nights* – These events have been reimagined. We will produce and distribute a video with announcements that are normally shared at Back to School nights. We will not have a meet the teacher day this year mainly due to scheduling constraints.
 - *Junior High and High School Retreats* – Information about retreats has been emailed to parents. Watch for updates from Pastor Paul. If you are a new family who didn't receive that email, you can request information by emailing Pastor Paul (paul@lcseagles.com).
 - *Elementary Grandparents Day* – Unfortunately, this event is cancelled. Grandparents are a vulnerable group and social distancing is simply not possible in that exceptionally large gathering. We hope to think of other ways to celebrate grandparents this year and bring the event back in future years.
 - *Athletics* – We are planning to have fall sports following the guidelines of our athletic league governance. A detailed email about athletics was sent out on July 31. If you didn't receive it, you can request a copy from Julie Strait (julie@lcseagles.com).
 - *Future Events on the Calendar* – We will not make determinations on events later in the year until we have more accurate information. As we move forward throughout the year, we will give you updates on planned changes at least a month before they happen. Of course, there may be times when plans change with little warning when said changes are out of our control. Grace and flexibility are essential.

- Overall Summary of the Calendar Plan – We will start as scheduled. If positive cases require a school closure, we will likely take two weeks off without distance learning or extending the school year. If later in the year additional short-term closures are necessary, we will either extend the school year by two weeks (to June 4) or do two weeks of distance learning. Long-term closure is not expected and would only happen by governor decree. This would likely result in adding a winter or spring break and shortening the summer break.
- **Daily Schedule Changes** – At this time we are keeping our normal school daily schedule. We are making some changes to minimize cross-exposure. We are doing more of our elementary specials in the homerooms instead of having them all come to same room. We are cleaning between classes for classrooms that have rotating groups of students. We are attempting to keep our schools (elementary, junior high, and high school) more separate throughout the day. In the elementary, we are working to keep grade levels separate from each other.
- **Open Communication** – It is very important that we work together as partners this year more than ever. There is no need for embarrassment or stigma associated with this virus. If your child is symptomatic, we need you to share that information immediately, so we have the knowledge we need to respond appropriately. Thank you so much for your help.
- **Planned Safety Measures** – Below you will find some of the new safety measures we plan to implement. Of course, this list is incomplete. There are many less significant measures that are not included in the list. As we move forward, if we see an opportunity to increase health safety with minimal downside, we will quickly make the change. There will likely be many new ideas throughout the year as the staff and parents collaborate.
 - Facility Cleaning – Our facilities department will work with our cleaning staff to find ways to maximize their efforts and increase cleaning in the facilities on a daily basis. This was a priority for our parents in the survey. We will also increase simple cleaning throughout the day performed by staff and students.
 - Hand Sanitizing/Washing – We are installing hand sanitizer stations throughout the school and will have sanitizer in every classroom. We will utilize alcohol-free sanitizer when possible, as some parents have expressed concerns about excessive exposure to alcohol. When possible, we will have students wash hands with soap and water instead of using sanitizer. We have purchased new hand-washing stations for the elementary classrooms that will accommodate more frequent and supervised hand-washing.
 - Daily Screening – It is very important that students do not come to school if they are exhibiting COVID-19 symptoms. This is a commitment we are making with our families. Parents should prescreen their children each morning to ensure they are not symptomatic. All students will be temperature-checked each morning in the drop-off area before entering the campus and before parents depart. If they register a temperature over 100° F., they will be checked with a second thermometer. If the fever is confirmed, they must go home. Students who begin to feel ill during the day will be immediately checked for fever. Parents will be called to pick up if they register a temperature over 100° F.
 - Face Coverings – We understand that this is a hot button topic, and we appreciate the different thoughts on the issue. My goal is not to convince anyone that their opinion is wrong. I will share briefly with you the three most important considerations that helped me personally when wrestling with my own the face covering opinions. Maybe this will help you too.

1. *Medical professionals I know and respect believe face coverings are effective and safe.* We have many doctors, nurses, other medical professionals who have children enrolled at LCS and even some on our school board. These people are our friends and family. I trust them completely and appreciate their wisdom and perspective.
2. *It is a small personal sacrifice that could potentially save a life.* No one likes to wear them, but I am willing to make the sacrifice knowing that it might protect someone I love. Even if I didn't believe they did any good, I would still make the sacrifice to bring peace of mind to people I love.
3. *The Bible instructs us to obey our governing authorities (Romans 13).* Our governor has mandated face coverings for all Texans over the age of 10. We want to follow Biblical instruction and honor his authority.

With all of the above in mind, and due to many parents voicing new concerns in the past month, we are revising our previously announced face covering policy. Details are below.

- *LCS Employees, Visitors, and 5th-12th Grade Students* – Face coverings will be required at school for all 5th-12th grade students, LCS employees, and visitors to campus (see exceptions below).
 - Type - There are many different options to choose including face shields, cloth masks, neck buffs, and disposable masks. There is no requirement for a specific color or type, but masks with questionable branding or messages will not be tolerated. The athletic department is selling “LCS” cloth masks and neck buffs as a fundraiser. More info to come.
 - Exceptions – Below are examples of scenarios and locations on campus where face coverings are not required.
 - Proper social distancing – If meetings, classes, or gatherings can accommodate 6 feet of space between participants, face coverings may be removed temporarily. Supervising LCS staff will determine when this is applicable.
 - Medical exceptions – If a student has a medical condition that would make wearing a face covering for long periods of time impossible, please bring a doctor's note with instructions/recommendations.
 - Athletics or active time – Students participating in athletics, PE, or other vigorous activities will not be required to wear a face covering.
 - Eating or drinking – Students who are eating or drinking at lunch or break may remove their face covering. We will ask them to attempt social distancing during these times if possible.
- *K-4th Grade Students* – Face coverings will be optional for students in the 4th grade and younger. We are recommending that any students with the ability and maturity to wear face coverings during the day, do so for their protection and for others. We will work hard to foster an environment where students are loving and accepting of each other regardless of choice in this matter. There will be a few times when face coverings might be required for K-4th grade students.

- Signs of Illness – If a student becomes ill at school and exhibits symptoms (i.e. fever, cough, headache, shortness of breath, etc.), the student will be removed from the classroom and parents will be called. The child will wear a mask in the school office until parents pick up.
 - Persistent Cough/Congestion – This one is tricky. We know that some kids deal with allergies and normal sniffles throughout the year. We also know that some families or staff members will be more sensitive to potential illness in the classroom this year or they may have a family member who is more vulnerable, also increasing concern. So how do we deal with a child who has a persistent cough, but no fever and probably not COVID-19? One idea is to ask the student to wear a mask at school. This will be determined on a case by case basis *in consultation with the parents*. We will consider the student’s age, history, symptoms, etc. when discussing the best option.
- Social Distancing – We understand that the proponents of new proposals requiring students to be placed six feet apart in the classroom are attempting to make us all safer. We agree this would be a great plan in an ideal world, but leaning on our experience as educators, it is exceedingly difficult to implement. We are doing what we can to increase distance where possible including:
 - *Elementary Desk Clusters* – Many teachers have utilized desk clusters in the past where students sit close, facing one another. The desk clusters will be not be allowed unless clear partitions are in place between the desks. Our teachers can choose between separated desks or clusters with partitions. If you are interested in helping your child’s teacher create partitions, please send them an email.
 - *Junior High/High School Tables* – Many of our upper school classrooms used tables in the past that had 2-3 students at each one. We acquired a large number of student desks this summer and will replace the tables wherever possible, giving each student an individual, separated space.
 - *Avoiding Unnecessary Interactions* – Wherever possible we will avoid having classes mingled together or having students in buildings that are not their own. This will still happen some, but if we can avoid it, we will.
- Recess/P.E. – We will continue to have outside recess and P.E. in the coming year. Many parents noted in the survey that more time outside was a good thing, and we agree. Our teachers will have students wash or sanitize hands before and after recess. We will consider any reasonable, positive changes we can make to increase distancing and safety during this time, although interaction is somewhat unavoidable.
- **Attendance** – We are concerned that attendance will be an issue this year. Excessive absences lead to an inability to truly master the material, cause extra work for the teacher, and are a detriment to the entire class. We are not changing our attendance policy but are highlighting it again and explaining how COVID-19 will affect it.
 - Current Policy – Per the handbook, parents are the primary authority over the child’s education and as such, determine when they attend. However, if absences exceed 10 in a semester, the student will have points deducted from their final grade. More specifics are in the handbook.
 - Exceptions – We have always granted exceptions to the 10-absent limit in unusual situations. An example of an exception in previous years is an extended hospital stay.

These will still be handled by the school principals on a case by case basis. COVID-19 related absents will be automatically exempted from the 10-absent limit if the student is quarantined by health or school officials or has tested (or is presumed) positive for COVID-19. School admin will communicate with parents in these situations.

- At-Home Learning – Families will have the opportunity to participate in our at-home learning program if possible while quarantined from school.
- **Quarantine/Testing Procedures** – Below are the most common situations we will face this year and how the school will handle them. Please know that statistically it is highly likely we will have positive cases at the school this year. When it happens, it is especially important that we are open and honest so that the best decisions can be made to prevent spread throughout the school.
 - Symptoms Present – If a student has a fever, they will be sent home and symptoms must be monitored closely. If they develop additional COVID-19 symptoms, we will recommend they be tested for COVID-19. We are working on an arrangement with a local medical facility where students who are sent home with COVID symptoms can be tested for a reasonable fee (insurance accepted or small cash price) with results normally available within 24 hours. If they are tested and the result is negative or they have an alternative medical diagnosis, they will be able to return to school once they are fever free for 24 hours. If a student has COVID-19 symptoms and parents choose to not do testing, we will have to presume they are positive for COVID-19 and follow the same procedures as a confirmed positive (see below).
 - COVID-19 Confirmed – If a student or staff member tests positive for COVID-19, we will follow CDC guidelines for quarantine. Currently, these guidelines state they can return to school once it has been:
 1. At least 10 days since symptoms first appeared and
 2. At least 24 hours with no fever without fever-reducing medication and
 3. Symptoms have improved.In either case (confirmed or presumed positive) two additional steps will be taken.
 1. We will notify all families who have a student in class with the infected child for informational purposes. We will not disclose the name of the individual who is ill, only that they are in your child's class.
 2. Following CDC guidelines, all students and/or staff members living in the same household as anyone positive for COVID-19 will be quarantined for 2 weeks and only allowed to return if symptom-free at that time. The quarantine time may be reduced to 10 days if the student has no symptoms at any time during quarantine or 7 days if the student receives a negative test on day 5 or later. The quarantine begins at the time of the last exposure to the sick family member, so isolating the sick individual from others in the household is very important.
 - Several Confirmed Cases – If we have several cases at one time, we will follow the same procedures as described above, but we may need to consider additional measures. Different scenarios will require different responses. For example, if we have multiple cases that are isolated to a single class, we might choose to keep the entire class home for two weeks to prevent additional spread.
 - Multiple Cases – If the problem becomes more widespread, we may shut down the entire school for two weeks to prevent additional spread.

- **Assemblies** – Each time we gather in groups we must find ways to mitigate potential exposure. This will be evaluated on a case by case basis. Face coverings allow us to gather together in a safer way and will be utilized when possible as described previously. We may also consider limiting max attendance and offering online options for parents to stream the meeting, game, or program. We will develop additional solutions as needed.
- **Water Fountains** – All water fountains will be closed to direct drinking throughout campus. The fountains are being outfitted with bottle-filling spouts. We are asking all students to bring a water bottle that is spill-proof or has a lid that seals. (When closed, the bottle should not leak when inverted.) It is not required to be clear. They will be able to refill the bottles throughout the day (with teacher assistance if necessary) and keep water with them.
- **COVID-19 Waiver** – As the end of this document, you will find “Appendix 2: 2020-2021 COVID-19 Waiver”. Now more than ever, we must be a family that works together to overcome adversity. We promise to do everything in our power to follow the procedures and requirements put in place by this plan, but even if we operate to perfection, we cannot guarantee anyone’s safety. This waiver is necessary to ensure the future stability of Longview Christian School for years to come. Please sign and return a copy to LCS before the start of the school year.

Please remember that this is our current plan, based on the information we have right now. Changes and additions will be necessary as we proceed together. It is our hope that this plan gives you some peace going into the school year. We are in your corner and on your side. I believe most families will be pleased with this plan, and it is my hope that we can all come together in a spirit of unity and face this challenge together. No one has all the answers. None of us will get it right every time, and so the most important response we can have right now is to pray. Pray for the school leadership. Pray for peace in your heart. Pray for wisdom and direction from God. Pray for safety for our teachers and families. I trust that God is in control and watching over us as we walk this road together. He promises to never leave or forsake us. He will stay beside us through 2020-2021, and I believe He has great things in store for us this year.

We love you, and we cannot wait to have your kids back in school this year!

Ben Cammack, Administrator

for the LCS Teachers, Staff, and School Board

Longview Christian School

Appendix 1: 2020-2021 At-Home Learning Plan

We are so grateful for the outpouring of support in our reopening plan. Our staff is working hard to start the school year in a safe way that resembles a normalcy our students crave. Although we understand the excitement is there for many, we recognize that not everyone is ready for on-campus instruction. We are pleased to offer an at-home learning model for those who are immune-compromised or have a higher level of concern about the current COVID-19 crisis.

This plan was created in response to parents requesting an option that would allow students to learn at home. We know that this may not completely satisfy every families' specific desires, but we had to balance our capabilities, parents' desires, and teachers' limited time. We hope that this will accomplish our goals and be a benefit to our families. We expect the at-home option will be utilized in three different ways:

1. Parent Choice – Some parents want to keep their children away from school at this time due to safety concerns or specific family situations. You can choose to start the year learning at home and remain at home as long as needed this year. Our hope is that circumstances will change, and these students can come back to school soon.
2. Hybrid Learning – Parents may wish to limit contact for their children and reduce the number of days they attend. Parents may establish a schedule with the school to do some days at home and some days at school each week. Again, we hope these arrangements are temporary.
3. Students in Quarantine – During the year any students who are required to stay home due to exposure or sickness will have the ability to join in the at home learning on a temporary basis. This is not required if the student is too ill to do schoolwork.

You may consider homeschool as an option, and we understand that perspective. By choosing the at-home learning option over homeschool, you receive several important benefits:

1. Curriculum and lesson plans are provided. The schedule for each day is laid out, and you know that your student is staying on track with the other LCS students.
2. Teachers and administration are here to support you. We are always willing to answer questions and help you through any difficulties.
3. This option provides ease of transition as circumstances change. Since your child is an LCS student, you can choose to return to on-campus learning on a part-time or full-time basis at any time if you decide that is what is best for your family or as the risk of illness decreases.
4. You are supporting the LCS family. Our school depends on our partnership with parents. If families withdraw during these uncertain times, it is more difficult to pay teachers and keep the school fully operational. We don't expect this to be a primary reason for anyone, but we hope that it is an added benefit.

The at-home option will have different procedures for elementary and junior high/high school. This is due to differences in learning styles, daily schedules, and student capabilities. Our elementary students will require more direct parent involvement and our junior high and high school students will require greater access to internet/technology. Below you will find the details for both plans. If you decide to enroll in our at-home learning plan, please send an email to your child's principal to start the process:

Elementary Principal Kyle Ambrose (kyle@lcseagles.com)

JH/HS Principal Courtney Skelton (courtney@lcseagles.com)

Elementary (K-5th) At-Home Learning Plan

The elementary plan will be an extension of our Collaborative Education Program (CEP). Students currently enrolled in standard CEP are at school Tuesday-Thursday and are taught at home by parents on Mondays and Fridays. There are certain expectations that are communicated to parents at the start of the year to ensure communication is clear. Parents purchase or rent certain teacher editions of the curriculum for the school year to use when teaching at home. Tuition is also at a reduced rate for the collaborative program. Parents who wish to limit contact are encouraged to enroll in standard CEP. We will also offer two additional options that are detailed below.

3-Day CEP: Students are at home Mondays, Wednesdays, and Fridays and are at school Tuesdays and Thursdays. All other details are identical to regular CEP. Since students are still attending twice a week, work exchange and other details will follow standard CEP arrangements.

Full-time CEP: Students work from home full-time. Work will be exchanged between teachers and parents on a weekly basis. Full-time CEP will have additional necessary arrangements and special expectations. See below.

Full-time CEP expectations for parents:

1. The parent or guardian will pick up new materials and drop off completed work on Monday mornings from 7:30 to 8:00 in the carpool line. Work that is more than one week past the due date will be considered late work. (Ordinary school policies will cover late work that results from illness or other excused circumstance.)
2. The parent or guardian will check the lesson plans and homework assignments posted each day on FACTS to make sure that his or her child is staying on track. Some activities or assignments that are done in the classroom might not be possible to duplicate at home, but the student is responsible to do all the assignments that are to be completed for grading.
3. The parent or guardian will supervise the student's work with a reasonable amount of help from the teacher. A reasonable amount of help would involve explaining the instructions for an assignment or discussing an alternative to an assignment that cannot be done at home. An unreasonable amount of help would be teaching an entire lesson outside of class time or answering multiple specific questions about an assignment.
4. The parent will proctor any test or quiz. Outside of specific teacher instructions, the student is to take the test or quiz without referring to any book or any notes and without getting help from you other than understanding the directions. Please sign your child's test or quiz to indicate that you made sure that they took the test or quiz without any assistance.
5. The parent or guardian will help his or her child to access any online resources that are offered or recommended by the school or by the teacher, such as Abeka videos or online reference materials.
6. The parent or guardian will respect the teacher's time, realizing that the teacher is already doing a fulltime job by teaching in class. Communicate with the teacher according to that teacher's preferred method and timeframe. Try not to overload the teacher with multiple messages each day, but feel free to ask a quick question or two. Do not expect to receive an immediate reply to every communication. The teacher has up to 24 hours to get back to you. In exchange, please reply to any communication from the teacher within that same amount of time.

Expectations for teachers:

1. The teacher will post lesson plans and homework assignments on FACTS as usual. The teacher will make the lesson plans and homework assignments clear and concise with obvious titles on the assignments so that it is easy for parents and students to follow at home.
2. The teacher will gather all books and materials needed by the student at home and get them ready for the parent or guardian to pick up.
3. The teacher will grade completed assignments and record the grades as usual. Teachers will strive to input the grades by the end of the week or within a week of receiving the papers.
4. Teachers will be available to answer quick questions when possible but will have limited time during the school day.
5. If an assignment cannot be done at home, the teacher will excuse the student from doing that assignment at her discretion. The teacher will inform you about which assignments will be required for a grade. The teacher might give you an alternate assignment to do in place of the one that was excused, or the teacher might make it an optional assignment for enrichment.
6. The teacher will be expected to answer any e-mail message within 24 hours of it being sent by a parent or guardian, which is our normal policy. (Alternate communication methods can be used by mutual agreement between the teacher and the parent or guardian.) The teacher will try not to overload you with excessive messages.
7. Anything that the teacher chooses to do beyond these expectations is an extra blessing and will not be considered a future expectation for that teacher or for any other teacher.

All three of these options will be billed the standard CEP tuition rates. Some parents might feel that additional time at home should reduce the tuition requirement further, and we can understand that perspective. The reality for teachers is that students working at home *increases* their workload. They still have to teach the same lessons in class and grade the same amount of work but will have more parent questions to answer, detailed lesson plans to write, take-home folders to prepare, and more. We actually pay our teachers a small stipend in addition to their normal salary for the extra work created by the CEP. I hope that helps provide understanding.

Junior High and High School (6th-12th) At-Home Learning Plan

In order for this plan to be a success, this plan must be both educational and inclusive for our students and not a significant burden for our teachers. Traditional LCS students attend classes with direct instruction. The student is responsible to ask for clarification and support from the teacher when a concept is not clear. Questions are asked and assistance is given in real time. Our at-home learner would mimic real time classroom instruction via Zoom communication. This means they would log into the each one of their classes and follow the normal class schedule, virtually.

Zoom has capabilities to watch instruction and an option to speak up and ask questions. These classes will not be recorded because your child would be included in real time instruction and would be expected to attend. Assignments and practice (when applicable) can be done at home right along with the class on campus.

This program requires dedication and consistency from the student and parent. Expectations for students/parents:

1. Student must log into each class via zoom and will be counted as present when logged in, thus meeting attendance requirements.

2. Student must ask questions and have the ability and confidence to ask their teacher for clarification during class. In order for our teachers to keep the class flowing, our students need to virtually participate fully without prompting or monitoring by the teacher. Our teachers have a busy schedule and may not be able to help virtual students outside of class unless arrangements have been made between student and teacher.
3. Students must stay organized and on top of assignments and grades. They are expected to complete their homework and assignments within the same time frame as a traditional student. Normally assignments will be turned in electronically. If a physical drop-off scenario is needed, we can accommodate.
4. Parents must partner with student and teachers to make sure assignments and responsibilities are fulfilled. Teachers will stay on top of communication and will reply to email messages within 24 hours per our handbook guidelines.

Expectations for teachers:

1. Set zoom meetings and share invite link or code with student.
2. Answer virtual questions in class and provide help during class time.
3. Provide documents and assignments in a timely manner and grade assignments within two days of receiving.
4. Respond to emails within 24 hours of sent message.

As we move forward in this new distance learning phase, please understand there are a few qualifications the family must meet to be eligible.

1. Student must be in good academic standing. Student must have passed all classes in previous academic years.
2. Each student must have internet access and a device to log into Zoom. Because they will be required to attend virtually, one student may not share devices with another family member. The schedule will not permit device sharing. Students must also have access to a printer to be able to print out notes and handouts for assignments.
3. Student must maintain a passing grade and be in communication with teachers and parents about current grades.

Before the start of school, we will communicate additional specific details and more complete explanations regarding schoolwork exchange, preferred teacher communication methods, test procedures, and more. Tuition costs will be unaffected by the choice to learn on-campus or at-home for upper school students.



Longview Christian School Appendix 2: 2020-2021 COVID-19 Waiver

Longview Christian School (LCS) is hereby providing notice to me/us that it currently intends to open its educational and school program for the 2020-21 school year. I/we understand that LCS cannot protect my child/student and/or me from risks which may be encountered as a result of my child attending LCS. I/we realize there are natural, mechanical, and environmental conditions and hazards which independently or in combination with any activities engaged in while participating in this program may result in the exposure to certain risks including exposure to coronavirus (COVID-19), or other biological agents, virus or similar bacteriological agents, and the risk of being quarantined, or illness that may result in medical care, hospitalization, or death. I/we hereby state that I, on behalf of my child/student and myself, am an adult, over the age of 18, and legally competent to sign this form. I/we understand these inherent risks and dangers involved with participation in the school providing its educational program and acknowledge the existence of risks which are not obvious or predictable, and hereby intend this release to extend to injury or loss which results from both obvious or predictable risks, as well as risks that are unpredictable and not obvious and to extend to myself and my child/student, as applicable. In consideration of myself and my/our child/student participating Longview Christian School's educational and school program, I/we, and any legal representatives, heirs and assigns, hereby release, waive, and discharge Longview Christian School, its officers, directors, employees, agents, and representatives from any and all liability for any and all loss or damage, and any claim or damages resulting therefrom, on account of any injury, illness or exposure to and/or contracting the corona virus (COVID19) or other biological agents, virus or similar bacteriological agent by me or my/our child/student's attendance at and participation Longview Christian School's educational program, including any medical expenses, injury and/or death.

I/we agree to indemnify Longview Christian School, its officers, directors, employees, agents, and representatives from any loss, liability, damage, or cost that may be incurred due to my child/student's participation in the aforementioned program, whether caused by negligence of Longview Christian School, or otherwise. I fully understand, on my own behalf and on behalf of my child/student the risks associated with the aforementioned participation and assume any risk associated therewith.

This notice, release and indemnity agreement contains the entire agreement between and among the parties hereto, and the terms of this release are contractual and not a mere recital. The parties to this agreement hereby agree that the interpretation and enforceability of this release shall be governed by the laws of the State of Texas.

I/we expressly agree that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by applicable laws, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. I/we understand that by signing this agreement I am giving up on behalf of my child/student and myself certain legal rights and remedies including the right for my child/student and/or myself to recover damages in the event of death, personal and/or bodily injury of any kind, property loss or damage, expenses of any nature whatsoever including attorney's fees, and other losses that my student(s) or that I may sustain in association with my child's participation in the Longview Christian School's educational program.

I/WE HAVE CAREFULLY READ THE FOREGOING RELEASE AND KNOW AND UNDERSTAND THE CONTENTS THEREOF. I/WE SIGN THIS RELEASE VOLUNTARILY AS MY OWN FREE ACT WITH FULL KNOWLEDGE OF ITS SIGNIFICANCE, INTENDING TO BE LEGALLY BOUND THEREBY.

Student Name(s) _____

Guardian Signature _____ Date _____