



# Reopening Plan 2020 - 2021

Indiana School for the  
Blind and Visually  
Impaired

# Table of Contents

INTRODUCTION – Page 3	ON-SITE LEARNING – Page 10
MITIGATING SPREAD – Page 3	Elementary
Face Coverings	Middle School
Social Distancing	High School
Screening Procedures	Short Course
Exhibiting COVID-19 Symptoms	VIRTUAL LEARNING – Page 13
Contact Tracing	RESIDENTIAL PROGRAM – Page 14
School Closure	LIBRARY – Page 15
District Closure Due to COVID-19	ATHLETICS AND
ISBVI Closure	EXTRA-CURRICULAR ACTIVITIES – Page 15
Enhanced Sanitization/Disinfecting	CHOIR – Page 15
COVID-19 Training	BAND – Page 15
School Volunteers and Guests	SOCIAL AND EMOTIONAL SUPPORTS – Page 16
FACILITY MODIFICATIONS – Page 7	PARENT/GUARDIAN EXPECTATIONS – Page 16
Protective Barriers	STUDENT EXPECTATIONS – Page 16
Signage and Floor Decals	ROLES OF FAMILIES – Page 17
Water Bottle Filling Stations	ISBVI ADMINISTRATIVE CONTACTS – Page 18
Building Ventilation/Air Filters/Air Quality	
Hand Sanitizer Stations	
Vehicle/Bus Sanitization	
Classrooms	
COVID-19 Isolation Rooms	
PROGRAM/SERVICE MODIFICATIONS – Page 9	
Transportation	
Bus Drop-Off/Pick-Up	
Car Drop-Off/Pick-Up	
Off Campus Therapies	
FOOD SERVICES/CAFETERIA – Page 10	
FIELD TRIPS &	
LARGE GROUP GATHERINGS – Page 10	
COMMUNITY BASED INSTRUCTION – Page 10	

## **Introduction**

Beginning in March 2020, the Indiana School for the Blind and Visually Impaired (ISBVI) ceased to provide on campus/in school programming and utilized a virtual/distance education delivery model to ensure the health and safety of students and staff. A general national and state consensus indicates many, not all students, would benefit more from an on campus direct learning in school experience. Therefore, the Indiana School for the Blind and Visually Impaired will provide both in school programming and virtual/distance learning at the start of the 2020-2021 school year to address enrolled student's educational needs based on their current health conditions and concern for their health and safety as requested by their parents/guardians. Parents/guardians and emancipated students will choose and must use one of the two options for the selected semester pending other required changes designated by the school or outside governing bodies.

The Indiana School for the Blind and Visually Impaired is working in conjunction with and/ or following the guided recommendations of Governor Holcomb's Office, The Indiana Department of Education, the Indiana State Department of Health and the Centers for Disease Control and Prevention to prevent the spread of disease during the current pandemic. This reopening plan, adopted by the ISBVI School Board, is a fluid plan (subject to change based on need) that focuses on taking steps to ensure the safety and wellbeing of students, faculty, and staff.

## **Mitigating Spread**

### **Face Coverings**

All individuals while on the campus of the ISBVI must wear and have in their possession a mask/face covering when entering all buildings, as well as in hallways, elevators, public spaces, and common areas.

Masks/face coverings must be worn in office spaces and outdoor spaces where physical distancing is difficult to maintain. Wearing a mask or face covering is not required in private offices or when alone in a space with a door closed. Masks/face coverings should be worn while teaching and interacting with others, and while walking to and using the bathroom or laundry rooms in residence halls.

Face covering means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A face covering can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and can include a plastic face shield that covers the nose and mouth. Face coverings may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, T-shirts, sweatshirts, or towels. Per the Centers for Disease Control guidelines, masks/face coverings should:

- Fit snugly but comfortably against the side of the face;
- Completely cover the nose and mouth;

- Be secured with ties or ear loops;
- Include multiple layers of fabric;
- Allow for breathing without restriction;
- Be able to be laundered and machine-dried without damage or change to shape.

Masks/face coverings may be removed when:

- Eating or drinking when spaced at least 6 feet apart;
- Seated at desks or assigned workspaces at least 6 feet apart;
- Engaged in any activity at least 6 feet apart.

All employees, teachers, and students, as well as coaches, athletes and any person on campus is required to wear a mask/face covering when using exercise equipment or participating in physical activity indoors when proper social distancing cannot be maintained. This includes, but is not limited to “working out”, physical education, and sports practices.

There are few exceptions to wearing a face covering. Students and athletes may not be required to wear face coverings while engaged in activity or competition that prevent wearing face coverings, but must wear face coverings when on the sidelines, and any time 6 feet of social distancing is not possible, regardless of being indoors or outdoors.

Any ISBVI student who cannot wear a mask or face covering due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition, and students who would be unable to remove a mask without assistance may not be required to wear face coverings. Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, may not be required to wear face coverings; however, individuals should consider using another type of face covering such as a plastic face shield. The risk of not wearing a face covering may outweigh the risk of wearing a face covering, therefore, exceptions will be made on a case by case basis.

Students are not required to show documentation that an exception applies.

Families are encouraged to provide their children with their own face coverings. ISBVI will provide two face masks for all staff and students to use during school day.

### **Social Distancing**

It is also recommended that students be spaced six feet apart when possible and all individuals maintain proper social distancing whenever possible. Students will be kept with the same group of students, in the same room or area, as much as possible and given assigned seats.

## Screening Procedures

Plans and procedures have been developed in collaboration with the Indiana State Department of Health and the Indiana Department of Education. These guidelines are fluid and are likely to change. Please be patient and flexible.

**Note: It is the expectation that parents/guardians will send only healthy students to school each day and faculty and staff will only report to work if they are healthy.**

All students, faculty and staff will not report to work if they exhibit symptoms listed below. Parents/guardians will sign a form included in the registration packet committing that they will NOT send their child(ren) to school throughout the year if they exhibit the following:

- Temperature of 100.4 or greater
- Shortness of breath or difficulty breathing
- Repeated shaking with chills
- Sore throat
- New loss of taste or smell
- Cough
- Nausea and vomiting
- Diarrhea
- Muscle pain/fatigue
- Congestion or runny nose
- Headache

If your child has diagnosed allergies, asthma or other chronic health conditions that would exhibit COVID-19-like symptoms, we encourage you to discuss this matter with your physician for any needed recommendations to return and attend school.

Temperatures of students and staff will be taken each day using non-touch thermometers. Staff and students with a temperature reading of 100.4 or greater will be required to leave the campus immediately and may return when formal written documentation from a health care provider determines they are COVID-19 or other contagious disease free/negative.

Residential student's temperatures will be taken when arriving on campus prior to being admitted into the building. If their temperature is 100.4 or greater using non-touch thermometers, they will be required to return home via the provided transportation (Local Education Agency, Parent, etc.) They may return when formal written documentation from a health care provider determines they are COVID-19 or other contagious diseases free/negative.

## **Exhibiting COVID-19 Symptoms**

If a student, faculty or staff member presents symptoms consistent with COVID-19, the individual will be sent home and presumed to have COVID-19 until such time as a healthcare provider determines the nature of the illness and provides written documentation of the findings.

Without a healthcare provider's note, the individual would need to stay home for 10 school days and be fever free for 24 hours without the use of fever-reducing medication and show improvement in symptoms.

Any students, faculty and staff testing positive for the coronavirus must stay out of school for 10 school days when symptoms appear or with a negative test (in asymptomatic cases) and show improvement in symptoms.

## **Contact Tracing**

The ISBVI will immediately contact the Indiana State Department of Health upon learning of a positive COVID-19 case among the student body, faculty, and staff. The Indiana State Department of Health will lead a contact tracing and case investigation in consultation with the school to determine the next steps.

## **School Closure**

Due to the COVID-19 pandemic ISBVI and/or your child's school district may need to shift to virtual/on-line learning.

## **District Closure Due to COVID-19**

If your home school district is closed due to COVID-19, your child will follow the closure of your district to prevent the spread of the disease towards other students and other districts. Your child will continue virtual/on-line learning and will follow the continuous learning plans that your classroom teacher has established. Please reach out to the classroom teacher(s) and find out what is required for their class.

## **ISBVI Closure**

ISBVI will use emails, phone calls and One Call Now to announce if the school must close and program delivery through virtual/on-line learning occurs.

## **Enhanced Sanitization/Disinfecting**

ISBVI will utilize enhanced cleaning and disinfecting procedures in all buildings. Housekeeping crews will focus on "high touch" points in common areas throughout the school day where bacteria or viruses are most likely to be transmitted, which includes but is not limited to:

- Desks, chairs, tables
- Door handles and push plates
- Stair rails
- Water bottle refilling stations
- Lockers
- Restrooms
- Office equipment

### **COVID-19 Training**

All staff will be provided with training on safety protocols related to the prevention and transmission of COVID-19 and other contagious diseases.

### **School Volunteers and Guests**

Any unnecessary visitors will not be permitted in the school. Volunteers will be limited to coming onto campus after the school day has ended and will not have contact with students (greenhouse/grounds volunteers). Tours will not be scheduled. Students will be allowed to have one parent or family member older than 18 years of age in the building with them for meetings, visits or pick-up. Please check with your department principal or the residential director to arrange for your visits. All visits must be scheduled in advance and approved by the department principal or residential director.

A faculty or staff member may escort residential students going home for the weekend to the car of the parent/guardian who will sign them out.

## **Facility Modifications**

### **Protective Barriers**

Protective barriers will be installed strategically in various areas: the education offices, switch board area and student center to reduce the spread of contaminants and to provide another layer of protection.

### **Signage/Floor Decals**

Social distance and CDC recommendation signage will be located throughout the buildings as will auditory reminders through numerous transmitter beacons utilizing a downloadable application.

### **Water Bottle Filling Stations**

Water bottle filling stations are located around the campus. Traditional water fountains have been disabled. Water stations will be periodically tested by maintenance staff to ensure proper functioning. Otherwise, they will be closed for public use.

### **Building Ventilation/Air Filters/Air Quality**

All air filters have been changed prior to the start of school. Air filters will be changed biannually at minimum. Air quality will be monitored to ensure appropriate safe levels.

### **Hand Sanitizer Stations**

Hand sanitizer stations are located throughout the campus.

### **Vehicle/Bus Sanitization**

A cleaning protocol has been added to the Vehicle Checklist. Sanitizing wipes and/or sanitizing spray bottles are in each school vehicle. Staff using cars/vans will sanitize the vehicle before returning the vehicle for future use.

### **Classrooms**

Teachers will assign seats to students and document the seating arrangements for contact tracing purposes.

Students will be expected to maintain social distancing in restrooms as much as possible.

The teacher and/or students will disinfect desktops at the end of each class period before dismissing to their next class.

Teachers will have the flexibility to move classes outside to maximize distance between students.

Teachers will sanitize hands before passing out papers. Students will not distribute papers to other students. Students will turn in paper assignments or tests to a central location.

Desks/workspaces and/or seating will be spaced at least 6 feet apart. Students will face the same direction.

### **COVID-19 Isolation Rooms**

An isolation room(s) will be located within the Keever Health Center when a student displays symptoms of COVID-19. Parents will be expected to pick up their student immediately. If a parent cannot come to the school immediately, the local school will be called to transport the student home.



## **Program/Service Modifications**

### **Transportation**

The bus protocol established by the local education agency/district must be followed. Some districts will require masks and may reassign seating. Loading and unloading protocols will also be established by the local education agency/district.

Concerns related to transportation should be addressed with the local bus driver or local transportation director.

Residential student's temperatures will be taken when arriving on campus prior to being admitted into the building. If their temperature is 100.4 or greater using non-touch thermometers, they will be required to return home via the provided transportation (Local Education Agency, Parent, etc.) They may return when formal written documentation from a health care provider determines they are COVID-19 or other contagious diseases free/negative.

### **Bus Drop-Off/Pick-Up**

No students will arrive at the school earlier than 7:20am. Students will sanitize/wash their hands when they get off the bus and before departing on the bus.

Students will wear a face covering when loading on the bus and while riding on the bus and follow the local education agency/district bus protocol for wearing the face covering during the ride home.

### **Car Drop-Off/Pick-Up**

Due to construction, the tower parking lot will not be available from the College Avenue entrance at the start of school. Parents/Guardians may access the tower parking lot from the back of the campus by driving up Pleasure Drive. Students being picked up will exit from the Churchman doors off the tower parking lot located by the Wilson playground. An Education Secretary or other staff person will meet parents/guardians to assist them in signing out their child(ren).

Students may not arrive at the school earlier than 7:20am.

Students must wear a face covering as appropriate when entering the school and wash hands or sanitize hands before going to class.

### **Off Campus Therapies**

Off campus therapies may continue with proper social distancing and/or masks/face coverings as determined on a case by case basis.

## **Food Services/Cafeteria**

Breakfast will be served in classrooms for day students at 7:20am. Dietary staff will deliver breakfast bags to the classrooms. Dorm supervisors will pick up breakfast bags for the residential students who will eat in the dormitories and report to the classrooms at 7:30am. A 7:20am bell will alert students to go to advisory. Students will place their “orders” for lunch during advisory. When Dietary retrieves breakfast trash, they will collect the lunch orders.

Students will be expected to wear a face covering when entering/exiting the cafeteria and while seated, as appropriate.

Lunch will be provided in two periods for the main building with two students per table. Students at the same table should stagger/alternate seating so they are not directly across from each other. Food will be pre-plated and placed on the table. Students will not be allowed to exchange food with each other. Dietary staff will clean off tables and sanitize tables and chairs, so students are not congregating around trash cans.

Only two to three classes, with two to three students per table, will be scheduled per lunch period in the elementary building and will follow proper social distancing protocols. Food will be pre-plated and placed on the tables. Students will not be allowed to exchange food with each other. Dietary staff will clean off tables and sanitize tables and chairs.

## **Field Trips and Large Group Gatherings**

All off campus events and field trips are suspended until further notice.

Any type of large group gathering will not be held until further notice. These events may be held via Zoom or another type of online format. These events may include: Parent-Teacher meeting, annual case conference meeting, etc.

## **Community Based Instruction**

Community based instruction has been canceled until further notice.

## **On-Site Learning**

### **Elementary**

In-person instruction will be provided at schools for students who are able to follow the guidelines concerning face coverings and social distancing. Exceptions may be made on an individual basis.

Students are expected to wear a face covering in the classroom when social distancing is not possible. Daily schedules will be adjusted at all levels to allow students time without masks while

practicing appropriate social distancing (i.e. Classes being held outdoors when possible). Students will wear face coverings in hallways and walking routes will be established (following one- way direction, keeping on the right side).

Supplies and materials may not be shared. They will be stored in individual drawers or storage containers.

All physical education classes will take place outdoors for the first quarter of the school year, weather permitting. In the event of inclement weather, classes will be rescheduled or take place in the elementary gym.

Dismissal procedures for the entire campus will be staggered.

Elementary students will participate in recess using a staggered schedule to promote social distancing. Equipment will be sanitized after each group use.

Grade level cohorts will stay together and play in established zones (playgrounds, open spaces, side- walk, multi-purpose room) and rotate weekly.

Close contact activities will not be permitted.

Elementary On-Site Schedule:

7:15 – 8:00	Breakfast in the Classroom, Attendance
8:00 – 9:00	Reading Block
9:00 – 10:00	Small Groups/Special Area Classes/AM Recess
10:00 – 10:30	Math Block
10:30 – 11:30	Small Groups/Special Area Classes/AM Recess
11:30 – 1:00	Lunch Rotations
1:00 – 1:30	Social Studies/Science Block
1:30 – 3:00	Literacy Block/Small Groups/Special Area Classes/PM Recess

## **Middle School**

Middle school students will come off the bus or from the dorms and go to their Teacher of Record for breakfast from 7:20 – 7:41am. Dietary will provide a sack breakfast and will pick up breakfast trash during first period.

In-person instruction will be provided at schools for students who are able to follow the guidelines concerning face coverings and social distancing. Exceptions may be made on an individual basis.

Students are expected to wear a face covering in the classroom when social distancing is not possible. Daily schedules will be adjusted at all levels to allow students time without masks while

practicing appropriate social distancing (i.e. Classes being held outdoors when possible).

Students will wear masks in hallways and bathrooms. Passing periods may be adjusted and flexibility provided to minimize student contact. Steps will be taken to lessen congestion in the hallways and improve conditions for social distancing. Walking routes will be established (keep right) to promote one direction travel.

All physical education classes will take place outdoors for the first quarter of the school year, weather permitting. In the event of inclement weather, middle school classes will take place in the computer lab. Middle school students will not be required to dress for physical education.

Science class will be moved to Keever Hall and middle school students will have periods 1-5 in Keever Hall and Wilson, except for physical education.

Lunch will be in cafeteria and students will sit two to a table.

During elective classes 6<sup>th</sup> and 7<sup>th</sup> period, teachers will come and get students and leave time will be staggered to allow minimal contact with students not in middle school.

Dismissal procedures for the entire campus will be staggered.

## **High School**

High School students will come off the bus or come from the dorms and go to their Teacher of Record for breakfast from 7:20 – 7:41am. Dietary will provide a sack breakfast and will pick up breakfast trash during first period.

In-person instruction will be provided at schools for students who are able to follow the guidelines concerning face coverings and social distancing. Exceptions may be made on an individual basis.

Students are expected to wear a face covering in the classroom when social distancing is not possible. Daily schedules will be adjusted at all levels to allow students time without masks while practicing appropriate social distancing (i.e. Classes being held outdoors when possible).

Students will wear masks in hallways and bathrooms. Passing periods may be adjusted and flexibility provided to minimize student contact. Steps will be taken to lessen congestion in the hallways and improve conditions for social distancing. Walking routes will be established (keep right) to promote one direction travel.

All physical education classes will take place outdoors for the first quarter of the school year, weather permitting. In the event of inclement weather, high school classes will take place in the health classroom or student center. High school students will not be required to dress for physical education classes on inclement weather days.

When able, teachers will move to class instead of students moving to and from class.

Release times from class will be staggered to minimize student contact with each other.

Students, who are able, will wear masks except when social distancing is possible. This may include when class sizes are small or if classes can be outside.

Dismissal procedures for the entire campus will be staggered.

As of July 13, 2020, JEL and Washington Township Schools will provide virtual learning only. ISBVI will provide more details for students involved in this program once more information becomes available.

### **Short Course**

Short Course Programming for Local Education Agency Students will be postponed until further notice.

### **Virtual Learning for Elementary, Middle School and High School**

A virtual learning instruction option is available for families who feel more comfortable having their child remain at home. If families have chosen virtual learning for their child, the student will follow their schedule and be engaged in class while the class is happening.

Virtual learning may be conducted using Canvas and/or through Microsoft Teams.

It is expected that students will have live instruction with their teacher whenever possible.

ISBVI will provide appropriate assistive technology for each student.

Families are responsible for high speed internet at home or for finding a hotspot near home. Students are expected to have access to internet daily. ISBVI will work with families who need support with internet access.

Paperwork and work packets will be sent home for those who require modified instructions and/or cannot participate through a virtual approach. Teachers and parents are expected to stay in communication about child's progress with work packets or if further support is needed.

Elementary virtual learners will be contacted by the individual teachers with details on block scheduling; however, a sample virtual schedule is listed below.

Elementary Virtual Schedule:

8:00 – 8:15	Attendance (Live)
8:15 – 9:00	Reading Block (Live)
9:00 – 10:00	Independent Reading Practice 1:1 Meetings (Live, as scheduled)
10:00 – 10:30	Math Block (Live)
10:30 – 11:45	Independent Math Practice and 1:1 Meetings (Live, as scheduled)
11:45 – 1:00	Lunch/Rest/Recess
1:00 – 1:30	Social Studies/Science Rotation (Live)
1:30 – 2:00	Writing and Braille Instruction (Live, as scheduled)
2:00 – 3:00	Special Area Rotations (Recorded); IEP Goal Development (1:1, Live, as scheduled)

### **Residential Program**

Each student will be assigned a room without a roommate for the first semester. This will be reviewed at the end of the first semester and based on the current health climate.

Dormitory access will be restricted to only residential students who reside in an assigned dormitory and assigned staff.

Visitors will not be allowed in dorms. This includes family members, other residential students, day students and non-essential staff. A family member may schedule time to visit their child on campus and in a designated visitation area, preferably outdoors, weather permitting.

Upon arriving in their assigned dormitory, the student can take their mask off provided social distancing is followed.

Shower schedules will be developed, and students will be expected to keep personal belongings in their own room.

The Student Center will be open with a limited number of students at a time. Facial coverings will be required if social distancing protocol cannot be maintained.

Recreational activities will be limited to on campus for the first semester, in small group settings. Outdoor space will be utilized as much as possible. Students will follow social distancing and sanitary practices in between equipment usage.

The Student Work Program is suspended until further notice.

## **Library**

Modified services will be made with requesting materials. Staff on duty will deliver materials to the classroom for teachers and students on specific days only. All returned materials will be cleaned before redistribution.

## **Athletics and Extra-Curricular Activities**

All athletics events have been canceled until further notice. Intramural events may be held by following proper safety protocols. Extra-curricular activities have been canceled but may be considered on a case by case basis.

## **Choir**

Classroom instruction will move to a “general music” curriculum rather than singing.

Students will be seated/standing in straight rows, facing the same direction, and as distantly spaced as room sizes allow. Consideration should be given to utilizing the largest spaces possible (e.g. auditorium).

Face shields are strongly recommended for use when singing to allow for proper visualization of the singer while still maintaining coverage. Face masks are strongly recommended for use whenever not directly engaged in singing (this may require an alternating or dual usage).

Sectional/split rehearsal groupings will be employed as space allows.

Students will not share sheet music and must have their own copies.

Participation in auditions, contests, festivals, and other events is not permitted.

Public/school concerts will not be permitted at this time.

## **Band**

Students should be seated in straight rows, facing the same direction, and as distantly spaced as room sizes allow.

Sectional/split rehearsal groupings should be employed as space allows.

Instruments should not be shared. If sharing is absolutely necessary (e.g. large percussion instruments), proper disinfection should be completed between each use with an EPA approved product.

Masks are expected for entry/exit to spaces and when not engaged in direct participation with instruments.

Music stands should not be shared, and all stands must be disinfected between each use/class.

Students should not share sheet music and must have their own copies.

Participation in auditions, contests, festivals, and other events is not permitted at this time.

Public/school concerts will not be permitted at this time.

### **Social and Emotional Supports**

Students needing extra emotional support throughout the pandemic/changes in school routines may meet with the social workers and school psychologist. Staff in need of social and emotional supports may utilize programs available through the Indiana State Personnel Department.

### **Parent/Guardian Expectations**

Commit to supporting your child for as long as your child needs it.

Help provide a daily structure and routine for your child.

At the elementary level, read aloud to your child often and ensure access to books and other reading materials.

Participate in the process of success by regularly communicating with teachers and monitoring child progress.

Be open to suggested educational experiences outside of the virtual learning environment to add to your child's education.

### **Student Expectations**

Students will be expected to participate in daily activities that will count towards attendance.

Check Canvas and emails or teacher assigned applications daily to see what activities are assigned and complete all assignments according to teacher expectations.

Communicate regularly with teachers and respond to instructional feedback. Reach out with any questions.



Abide by school rules. Student participation in online courses will be closely monitored and students will be held to the same high expectations as face to face students.

Stay organized and maintain time management with your work expectations.

Students will follow the same assessment/testing schedule as students who are in-person.

Students electing virtual learning must do so for a minimum of one quarter/9-weeks.

Students can elect to join virtual learning at any time after the 9-week periods are up. Please communicate change requests in advance of the quarter ending.

### **Roles of Families**

As ISBVI plans for a return to school, students may feel a bit of anxiety or fear about all the changes. Teachers and staff will do their best to make sure that families are aware of the procedures and safety protocols to help prevent the spread of COVID-19. Important tips and reminders for families to discuss with their child(ren) prior to school starting:

- Families will help by not sending their child to school with COVID-19 symptoms.
- Families will be notified of any new updates or changes.
- Families should review the emails and information that is sent out.
- Families are encouraged to begin discussing the new changes with their child prior to returning to school.
- Families will stay calm and positive to support the child by taking the time to chat with them about their concerns and questions without increasing their stress, anxiety, or fears.
- Chat about the different strategies that they can practice keeping them and others safe with social distancing, wearing a mask and hand washing. Practice wearing face covering at home prior to sending them to school and gradually increase the amount of time they wear it.
- Keep regular school routine for bedtime and wake up time prior to start of school.
- It would not be unusual for a child to display some out of characteristic behaviors during this time of transition, do your best to approach these behaviors in a supportive, yet consistent manner.

## **ISBVI Administrative Contacts**

ISBVI is here to support you and help make this a smooth transition. Please reach out to your child's principal, residential director, or superintendent if you have concerns or questions.

### **Elementary Principal**

Tiffany Sanders – 317-253-1481 ext. 105  
email – [tsanders@isbvik12.org](mailto:tsanders@isbvik12.org)

### **Middle School/High School Principal**

Jay Wilson – 317-253-1481 ext. 140  
email – [jwilson@isbvik12.org](mailto:jwilson@isbvik12.org)

### **Residential Director**

Jason Askren – 317-253-1481 ext. 185  
email – [jaskren@isbvik12.org](mailto:jaskren@isbvik12.org)

### **Superintendent**

James Durst – 317-253-1481 ext. 141  
email – [jdurst@isbvik12.org](mailto:jdurst@isbvik12.org)