

Meadows Valley School District #11

Re-Opening Plan 2020-2021

August 2020

In order to return to the school building for on-site lesson presentation, the Meadows Valley School District has considered many resources of information in developing re-opening plans. The initial plan may change as information is updated and provided to the district. In addition to considering local factors, the district will utilize the document developed by the Idaho State Department of Education, the Office of the Governor of Idaho, the Idaho State Board of Education, with the guidance of the Idaho Department of Health and Welfare, (July 2020: IDAHO: BACK TO SCHOOL FRAMEWORK 2020)) for guidelines and procedures that meet minimum re-opening criteria. An overview of a three-phase classification is provided. The 'table of contents' is also included for your review. The full RE-OPENING document can be found on the Idaho State Department of Education website www.sde.idaho.gov/re-opening/files/Idaho-Back-To-School-Framework-2020.

Please contact district administrators Mike Howard or Principal Dee Fredrickson with questions.

Category Level Classification Guidelines and Meadows Valley Framework for Decision Making

Category 1: No Community Transmission (Level 1 – Green Light)

Definition: Evidence of isolated cases, case investigations underway, no evidence of exposure in large communal setting, e.g., healthcare facility, school, mass gathering.

Level of Operations: School buildings open with physical distancing and sanitation (with a traditional learning style)

Category 2: Minimal to Moderate Community Transmission (Level 2 – Yellow Light)

Definition: Widespread and/or sustained transmission with high likelihood or confirmed exposure within communal setting, with potential for rapid increase in suspected cases.

Level of Operations: School buildings open but option of limited/staggered use of school buildings with physical distancing and sanitation. (With a traditional learning style, a blended style of learning with limited use of the building and some remote learning involvement, or completely remote delivery of lessons and with partial use of the building)

Category 3: Substantial Community Transmission (Level 3 – Red Light)

Definition: Large-scale community transmission, healthcare staffing significantly impacted, multiple cases within communal settings like healthcare facilities, schools, mass gatherings, etc.

Level of Operations: Targeted, short-term, or extended building closure (completely with remote learning with no building on-site use)

Document: IDAHO: BACK TO SCHOOL FRAMEWORK 2020

This re-opening plan is in place to provide a safe school for students and for staff and to make the best environment for student learning. The MV district is committed to adhere to the above Classification Guidelines:

Re-opening Criteria: Assurances and Commitments

The Meadows Valley School District is located within Adams County, Idaho. Adams County has a total number fifteen (18) confirmed cases (August 6th) with no deaths attributed to COVID-19.

The Meadow Valley School District has committed to re-opening school and further commits to:

- Cleaning and disinfection – All school facility rooms prior to the opening of the school year. Rooms will be sanitized through-out the school day, including attention to equipment, doors, furniture, horizontal surface, floor, etc.
- Sanitization strategies include training for all instructional and support staff before, during, and after use of any room.
- Identify and plan for vulnerable staff and students with a special emphasis on people over age 60, those with diabetes and respiratory conditions, and those who fall under the definition of medically vulnerable. All visiting individuals (parents, vendors, others) entering the school will be required to enter through the front entry.
- All staff will be required to check in daily with office staff and self-report any symptoms consistent with cold or flu. Determination to release staff with positive symptoms will be made on an individual basis by the administration with assistance from a health professional and CDC guidelines.
- All students will be required to check in daily through the attendance protocols with their teacher at the beginning of each period. Students will be asked to self-assess for symptoms consistent with cold or flu. Determination to send students home who report positive symptoms will be done in the office on an individual basis by a trained staff member (Any person exhibiting mild symptoms must wear a mask until leaving campus.)
- Identify and plan for staff duties which require close contact students who have symptoms of cold/flu. PPE and standardized close-contact plans will be followed.
- Absenteeism plan for our staff – Staff with symptoms of cold/flu will be asked to quarantine at home and follow recommendations for returning to school/work.
- Students whose parents do not feel comfortable returning their student to school after showing symptoms of the coronavirus will be allowed to check-in for instructional attendance and work remotely, accessing their classroom teacher(s) via remote methods. Student attendance will be recorded as *Regular Attendance*.
- The district point of contact will be the available administration – superintendent or principal. The administrator in charge will provide effective communication and collaboration with the local public health officials and will utilize clinical services or hospital services to provide health information.
- Reopening plans will be reviewed accordingly and in consultation with our local public health officials. (Southwest District Health will be available through support webinars and/or in person to overview with school officials regarding re-opening to help support and answer questions unique to the event at that time. Adams County Health Center staff will also be available for consultation.)

Remembering that our primary goal is to ensure a safe environment and two, to provide an effective education to students in an efficient manner. To those ends, we must have the support and cooperation of parents and guardians. It is tedious and often a pain to follow steps requested by others. But, we all need to remain diligent in our efforts.

IN A NUTSHELL:

1. If an individual, adult or student, has a fever, they need to stay home. After 3 days (72 hours) at home with no fever, they may return to school.
2. Signs of illness and symptoms of COVID-19 are: fever, cough or shortness of breath or difficulty breathing, chills, repeated shaking with the chills, muscle pain, headache, a sore throat, a new loss of taste or smell.
3. Students will not be allowed to return to school until: the student is cleared by the student's physician, or it has been 10 calendar days since symptoms first appeared with 3 days of no fever and/or use of fever reducing medication and 3 days of symptom improvement.
4. It is recommended that parents mark dates associated with an illness, with details, closely on a home calendar.
5. Exposure to COVID-19 is considered to have happened 48 hours prior to confirmation of the virus.
6. Visitors must call the office prior to entering the building.
7. Individuals entering the school building will be required to use hand sanitizer upon arrival. You will also be required to have your temperature taken. Please remember, we are trying to be safe.
8. Masking requirements will be posted at the front door. Please be respectful of the requirement. Remember, it is for the safety of all individuals. If you refuse to wear a mask, please call and conduct your business over the telephone.
9. Upon entering the building, you must sign-in and note your need or who you need to speak with. Visitors will not be free to go to classrooms, the cafeteria or to other areas of the building.
10. We will operate under a 'closed-campus' setting. Again, it will be posted as to the Level of Concern requirements.
11. Office staff will greet you through the counter window but not in the reception office itself. If you are not observed being there, please understand the staff may be on an errand or in another part of the building momentarily. Please wait.

Category 1 – Level 1 – Green: Students

- School building is open.
- All students will be expected to be in attendance. The exception are those who have been approved by parental request to attend classes through remote learning.
- Face masks are encouraged and are recommended, but not system-wide required. Individual staff may require them in their classrooms and will have support of the district administration.
- In the event of one-on-one tutoring, face masks will be required.
- Meals will be served in the cafeteria. Masks and social distancing will be enforced as needed.
- Athletic teams will continue as outlined by the state level IHSAA and our Long Pin League.
- Lockers will not be checked out. Please provide a backpack for your student.

Category 2 – Level 2 – Yellow: Students

- School building is opened, with remote learning options available.
- All students will be expected to be in attendance or in remote learning.
- Face masks are required for on-site attendees.
- In the event of one-on-one tutoring, face masks will be required.

- Meals will be served in the classrooms. Meals will be delivered to hot lunch students. Cold lunch students will retrieve their lunches from their backpacks.
- Athletic teams will continue as outlined by the state level IHSAA and our local Long Pin League.
- Lockers will not be checked out. Please provide a backpack for your student.

Category 3 – Level 3 – Red: Students

- Building is closed, with remote learning as the standard.
- All students will be expected to be in attendance through remote learning.
- In the event of one-on-one tutoring, face masks will be required.
- There will be no on-site meal consumption. Lunches will be delivered to the bus stops in a manner similar to our deliveries in the spring of 2020. Adjustments will be made as needed.
- Athletic teams will be cancelled until further notice.

PLEASE:

- Wash your hands with soap and water. If not available, use alcohol-based hand sanitizer.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the garbage.
- Clean and disinfect frequently touched objects and surfaces.
- Monitor your family’s health daily before sending them to school.
- Stay home if you are sick.
- Keep students home if they are sick or show signs of illness.
- Tell school officials if your family has been exposed to COVID-19.

AND:

1. Students observed during the school day who exhibit signs and symptoms consistent with a contagious or infectious disease, or complain of illness at school will be referred to the school administration or other responsible person designated by the Board and may be sent home as soon as the parent or person designated on the student’s emergency medical authorization form has been notified.
2. The District reserves the right to require a statement from the student’s primary care provider authorizing the student’s return to school. In all proceedings related to this policy, the District shall respect the student’s right to privacy.
3. The Meadows Valley School District will make every effort to identify, isolate and mitigate risk of virus spread. The district is prepared for immediate closure should multiple students, faculty or staff members show symptoms of cold/flu or any individual who has been physically present at school be diagnosed with COVID-19 or similar infectious disease. This decision will follow closure protocol and will not be taken lightly nor will it be delayed. We will move to a Category 3 course of operations.

Our plan, in moving forward to hold school at the building, involves the coordination of a number of individuals and organizations. The on-site connections are Superintendent Howard and Principal Fredrickson. The office staff are deeply involved in the functioning and management of the day-to-day operation. Others closely connected include our local Board of Trustees and our local Health District.

Student Health Insurance

- Insurance forms will be sent home with the students upon request. If the parent desires to take the insurance, the form must be returned to the school with the fee enclosed within the specified date.
- Insurance is required as a condition of Athletic participation.

Classrooms

- Staff and Students will receive refresher training in the area of physical distancing (PD), handwashing, respiratory etiquette and mask use to mitigate exposure to droplet borne and air board particles.
- Before use, every desk, keyboard, and screen (flat horizontal/vertical surface) will be sanitized (Students may help and participate in this activity in their classrooms)
- Desks and other classroom furniture will be arranged to account for physical distancing (PD)
- Outside food coming into the classroom will be allowed dependent upon the Level of Concern. The concern is the sharing of food by students.

Non-Instructional Areas (Offices, Cafeteria)

- Maintain 6 ft. distance when possible (observe floor markings)
- A sneeze guard is presently in place at the food service counter.
- Hand sanitizer and a sink with hot water and soap is available in all student bathrooms.
- Staff Room/Work Room – Custodians routinely sanitize surface areas
- Lockers – May only be assigned to accommodate special circumstances. Students will keep all materials with them in their personal backpack or at their desk. These backpacks should be with the student at all times. Carry bags may be provided to those students needing a carry bag.
- Restrooms – The staff uses separate restrooms from the students. Students will not use staff bathrooms. Elementary student bathroom visits will be coordinated, as best as can be expected, by the elementary staff. (as are recess times)

Visitors

- Post ***Stop the Spread*** signs at entry points
- No irregular/unscheduled visitors - appointments versus surprise drop-ins / the preference is to have visitors call the office upon arrival from their car or notify the school office with an ETA, estimated time of arrival, vs. walking in unannounced.
- For after-school bus staging, have students practice distancing while in lines. Teach safe and healthy parent pick-up & drop-off procedures

Gatherings

- Discourage gathering in areas such as bus lanes, restrooms, at break, by lockers, in hallways, during lunch and before and after school
- Field trip, assemblies, and other large gatherings must have a Social Distancing (SD) plan approved by the administration prior to the event along with the request paperwork.

Confirmed Cases

If there is or has recently been a confirmed case in the school building, the district may need to close the facility on a short- or longer-termed basis. In addition, we will:

- Identify close contacts of that individual
- Follow our public health guidelines for recommendations
- Communicate situation with stakeholders

- Decontaminate the facility
- Review our plan for re-opening and updating

Preventative Measures

The MV district will follow guidelines and procedures to communicate and respond to the necessary steps in cleaning and disinfecting the facility.

Testing

In all Category levels, we will test students as effectively and efficiently as possible under the given restrictions. State testing guidelines and timelines will be followed. Testing is an important function of our school and in lesson designs for students showing various needs through their testing results.

PPE Strategies

- Category 1 – Optional Masks/Face Shield protection. Required as requested.
- Category 2 & 3 – Masks/Face Shield required for students and staff (wear face protection when physical distancing is not possible).
- Any person exhibiting mild symptoms must wear a mask until leaving campus.
- Students and staff use hand washing and hand sanitizer, located at all sink areas and restrooms.
- Use of sneeze guards in appropriate locations.
- If a student/staff/visitor becomes sick - All student/staff/visitor will be required to check in daily and self-report any symptoms consistent with cold or flu. Determination to remove an individual with positive symptoms will be made on individual basis by the administration using referencing of the CDC guidelines.
- The Health Room will be identified as an isolation/screening room for the school. A second room space has been identified and equipped to accommodate an adult or student showing signs of symptoms.

Family Considerations

Families are a very important part to enable the school district to function smoothly. The experiences we face now are critical that there is strong coordination between the school and families. We will strive to maintain strong interaction with parents and guardians. As we may need to alter our directions, we will use our resources to communicate those changes with patrons.

It is also a time when the learning needs of the child must be well-known by the teaching staff and those considerations fully maintained.

Staffing Considerations

It is important that staff, teachers and all support staff, remain healthy. The at-risk populations of our staff, as well as all other staff members, will be carefully monitored for signs of any issues that may arise. The guidelines in the printout recommendations will be closely adhered to and followed.

In addition to at-risk staffing considerations, students are an **at-risk population** and remain vulnerable. It is important that students have a level of consistency in their day. The learning environment is best in the structure of a daily routine. It is critical that procedures are followed that will keep students staff and not compromise a health or other factor in their lives. The staff at Meadows Valley is committed to a safe and healthy learning environment.

Communications

A communications plan that informs parents and staff of the district's plans and protocols to manage the impact of the coronavirus will be in place. (This includes but is not limited to Power School, Text, Phone, Website, or other local media sources and Email)

Professional Development

The on-going training staff members receive will continue in regards to the teaching processes. In addition will be constant updating to the pandemic reaction activities of the school district.

Student Assessment

It will be important for the district to establish base-line data for measuring growth and learned knowledge. We assess student levels early in the year and will use test results from those activities to track and help guide our instruction activities.

Activities will be grade level specific and follow state and district expectations for administering tests.

Instruction

Every effort will be made to continue baseline instruction to teach and to move knowledge levels upward. That is our responsibility. That is our purpose. That will remain our goal. We will not lose sight of the daily targets nor the end target. It is our goal to educate the students in this time of crisis, about the crisis, about health and safety, about regular 'book learning'. The **social and emotional health** of a child and of a staff member is equally important and will be carefully monitored at all levels. We will continue to monitor **student learning** through testing and daily recitation by students, incorporating the written needs of the children. In the State of Idaho publication, **student learning** has a lengthy description for each Category level.

At-Risk Populations

This category includes academically at-risk students and medically vulnerable students across all grades. For students receiving special education services, decisions are guided by the *Individuals with Disabilities Education Act* (IDEA). Decisions made by the IEP team will be recognized and administered as closely as possible.

Food Service - Cafeteria –

- Breakfast and lunch will be served in the cafeteria in Category 1. Seating availability will be marked and limited. Trays may be hand delivered so students will not enter the kitchen/food service counter area. Elementary classes will eat together and not join other classes. Secondary students will have the option to eat outside
- When students eat in the cafeteria, lunches will be staggered by elementary, middle school and secondary.
- Students will eat in their classrooms in Category 2, with lunches delivered by the kitchen staff. Cafeteria trays will be delivered to those rooms and then returned. A student monitor may assist.
- Because we will have a closed-campus, visitors will be allowed to join students during lunch.
- In Category 3, meals will be delivered to bus stop locations, similar to our efforts ending last year.

Transportation – (Yellow Bus)

We will discourage gathering in areas such as bus lane, restrooms, break, lockers, halls, lunch, before and after school.

Harlow's Bus Service is our contracted transportation provider. They have a sanitation and sterilization program in place. The following is their outline for operations:

Harlow's School Bus Service Process for COVID-19 Protection:

1. All school buses and school bus drivers will have hand sanitizer available to be applied as required by the state and (school) district.
2. Face mask will be provided and required for drivers to wear during Category 1, 2 & 3.
3. Students would be required to have mask and follow recommended guidance by the district.
4. School buses utilize windows and roof hatch to direct air circulation.
5. School bus drivers will be required to have temp check prior to each route.
6. School buses will be sanitized after each use.
7. Each school bus route will have assigned seating. Seats will be assigned base on filling bus back to front.
8. Students should maintain social distance at bus stop and be prepared to load in order of assigned seats.
9. School bus operations will follow federal, state and (school) district guidance.

Category 1: Harlow's

Implement standard operating procedures while taking preventative measures such as:

- Providing hand sanitizer for students and bus drivers.
- Allowing bus drivers and students to wear face masks/coverings.
- Limiting field trips to areas with no community transmission.
- Cleaning and disinfecting frequently touched surfaces on the bus at least daily.
- Space students by family groups on buses.
- Air out and deep clean buses when not in use.

Category 2: Harlow's

- Provide hand sanitizer for students and bus drivers.
- Provide face masks for bus drivers; allow students to wear face masks/coverings.
- Screen students and bus drivers for symptoms of illness and utilize spaced seating (to the extent practicably).
- Eliminate field trips.
- Clean and disinfect frequently touched surfaces on the bus at least daily.
- Establish protocols for bus stops, loading/unloading of children from different households.
- See CDC Guidance: *What Bus Operators Need to Know*.

Category 3: Harlow's

Limited transportation of small groups of students from same family that need to come to school facilities to receive services.

Sanitize buses between groups of students.

Buses are used to deliver meals and instructional material to students and families.

- Schedule delivery/pickup in ways that reduce contact to the number of students and families.
- Deliver weekly to a limited number of families each day the week.

Student Athletics

The MV district will follow the Idaho High School Activities Association guidelines for sporting events and practices. Our participation will be closely monitored. Coaching staffs will be given necessary guidance and training to monitor team members and to respond as needed as an issue may arise.

Driver's Education – Driver's Education is a service the district sponsors and is on demand as students reach a legal age to take the course and supervised driving. In recent years, because of limited numbers wanting to take the training, students have taken classes on-line or in person through the McCall-Donnelly School District with the same instructor we use. At this time, our support remains. Because there are no requests, there are no planned classes in the near future at Meadows Valley.

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