

Shelby/Rising City Public Schools

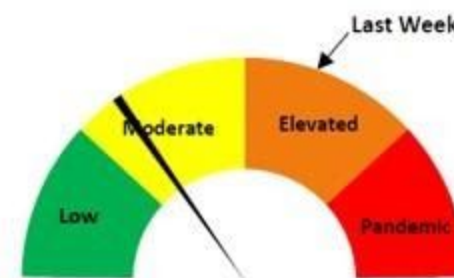
Return to School Plan 2020-21 Update 11/16/2020

Shelby/Rising City Public Schools intends to be prepared to meet the health and safety needs of its students and staff during the 2020-21 school year, in light of the COVID-19 pandemic. This framework is structured to allow the district to be responsive to the current health climate and to articulate expectations for students, staff, and parents, amid changing school and community health conditions. The tiered structure of this framework coincides with the “Risk Dial for COVID-19” from the Four Corners Health Department. This framework may be adjusted, as needed, to meet the needs of students, staff, and parents of Shelby/Rising City Public Schools.

SHELBY/RISING CITY PUBLIC SCHOOLS Mission Statement:

The Mission of Shelby/Rising City Public Schools is to provide a quality education through innovation, integrity, accountability and service.

Risk Dial Zones



Description & Rationale for Use of Risk Dial Zones:

Four Corners Health Department provides a Covid-19 “Risk Dial” for the geographic area it serves, which informs the public about the level of COVID-19 virus in its service area. This “risk dial” will serve as a barometer for the school’s operational response to the virus. The school will use the “risk dial” in conjunction with the school’s monitoring of the virus activity within the school to determine which “risk dial operational zone” the school will operate in. The current “risk dial operational zone” will be clearly communicated to students, staff, and parents through the school’s website and through the school’s messaging system, along with specific guidance based on the current operational zone. By fostering collaboration between the Four Corners Health Department and the school’s nurse to closely monitor current health conditions relevant to the COVID-19 virus, the administration will be able to assess the safest and most non-restrictive educational environment for students, staff, and parents at Shelby/Rising City Public Schools.

Risk Zone Indicators			
Green--DHM Phase IV--Low Risk	Yellow--DHM Phase III--Moderate Risk	Orange--DHM Phase II--Elevated Risk	Red--DHM Phase I--Pandemic
<ul style="list-style-type: none">No confirmed cases within the buildingsNo Directed Health Measures that limit the school building capacity	<ul style="list-style-type: none">Confirmed case(s) in the immediate geographic area (Polk County) or within the buildingsConsultation with Health DepartmentDirected Health MeasuresGovernor or Commissioner of Education Guidance	<ul style="list-style-type: none">Confirmed case(s) in buildingConsultation with Health DepartmentDirected Health MeasuresGovernor or Commissioner of Education Guidance	<ul style="list-style-type: none">Confirmed case(s) in buildingConsultation with Health DepartmentDirected Health MeasuresGovernor or Commissioner of Education Guidance

Risk Zone Procedures				
Green--DHM Phase IV--Low Risk		Yellow--DHM Phase III--Moderate Risk	Orange--DHM Phase II--Elevated Risk	Red--DHM Phase I--Pandemic
School/Academic Plan	<ul style="list-style-type: none">School conducted as normalBuildings open	<ul style="list-style-type: none">Increased social distancingBuildings open	<ul style="list-style-type: none">Limited student contact	<ul style="list-style-type: none">School may operate on an A/B schedule with a maximum 50% capacity with Remote Learning for all students on Wednesday morning and teacher work time on Wednesday afternoon.Remote learning for K-12 students may be used if the administration determines that the district/school is not able to sustain the educational program due to what the current level of quarantines/cases are.There may be limited program/building closings if overall classroom/building rate is over 11% or if the administration determines that the building/class(es) are not able to educationally operate due to the current level of quarantine.School may remain in session if teacher/sub staffing is adequate as determined by the administration.Staff members who are a primary contact will quarantine unless there are building staffing issues as long as they are symptom free
Self Screening Temperature Checks	All students and staff should perform “self screening” before reporting to school each day. If students or staff display any of the following symptoms, they are advised to stay home: <ul style="list-style-type: none">Flu-like or COVID-like symptomsTemperature of 100.4 or greater	All students and staff should perform “self screening” before reporting to school each day. If students or staff display any of the following symptoms, they are advised to stay home: <ul style="list-style-type: none">Flu-like or COVID-like symptomsTemperature of 100.4 or greater	All students and staff should perform “self screening” before reporting to school each day. If students or staff display any of the following symptoms, they are advised to stay home: <ul style="list-style-type: none">Flu-like or COVID-like symptomsTemperature of 100.4 or greater	<ul style="list-style-type: none">All Orange protocols will continue to be used. Students/staff will check temperatures twice a day. The second temp will be taken at the end of lunch.The school reserves the right to follow other Health Department protocols/DHMs

	<ul style="list-style-type: none"> ● Difficulty breathing ● Sore throat ● Cough <p>Temperature checks for students riding the bus will be performed by parents in the morning. If a student's temperature is 100.4 or greater, the parent will need to inform the driver that the student will not be riding the bus and report the student's 72-hour required absence to the school's office.</p> <p>Temperature checks will be conducted by nurse/designated staff outside of classrooms at the beginning of the school day as needed, as well as throughout the day if needed</p> <ul style="list-style-type: none"> ● Students with a temperature of 100.4 or greater will be required to stay home 72 hours and be fever free, without medication, before returning to school. ● An earlier return to school may be possible with a doctor's return to school note. ● Temperatures for tardy students will be taken in the office prior to going to class. <ul style="list-style-type: none"> ○ Temperature checks indicating a temperature of 100.4 or greater will be verified by the school nurse through a second temperature check by the school nurse before sending a student home. <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> ● Staff will take their own temperature every morning. <p>All students or staff who have a temperature of 100.4 or greater will be sent to the school nurse.</p>	<ul style="list-style-type: none"> ● Difficulty breathing ● Sore throat ● Cough <p>Temperature checks will be conducted twice per day as needed.</p> <ul style="list-style-type: none"> ● Students with a temperature of 100.4 or greater will be required to stay home 72 hours and be fever free, without medication, before returning to school. ● An earlier return to school may be possible with a doctor's return to school note. ● Temperatures for tardy students will be taken in the office prior to going to class. <ul style="list-style-type: none"> ○ Temperature checks indicating a temperature of 100.4 or greater will be verified through a second temperature check by the school nurse before sending a student home. ● Temperatures will be taken in the morning upon arrival and prior to the start of the school day and again at lunch or after lunch. Temperatures will not be taken immediately after recess/PE (preK-5) or open gym (6-12) to minimize false elevated temperature readings due to physical activity. <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> ● Staff will take their own temperature every morning. <p>All students or staff who have a temperature of 100.4 or greater will be sent to the school nurse.</p>	<ul style="list-style-type: none"> ● Difficulty breathing ● Sore throat ● Cough <p>Temperature checks will be conducted daily.</p> <ul style="list-style-type: none"> ● Students with a temperature of 100.4 or greater will be required to stay home 72 hours and be fever free, without medication, before returning to school. ● An earlier return to school may be possible with a doctor's return to school note. ● Temperatures for tardy students will be taken in the office prior to going to class. <ul style="list-style-type: none"> ○ Classroom temperature checks indicating a temperature of 100.4 or greater will be verified by the school nurse through a second temperature check by the school nurse before sending a student home. ● Temperatures will be taken in the morning upon arrival and prior to the start of the school day and again at lunch or after lunch. Temperatures will not be taken immediately after recess /PE (preK-5) or open gym (6-12) to minimize false elevated temperature readings due to physical activity. <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> ● Staff will take their own temperature every morning and as needed. <p>All students or staff who have a temperature of 100.4 or greater will be sent to the school nurse.</p>	as they are developed.
Custodial	<ul style="list-style-type: none"> ● Daily routine cleaning procedures of student attendance centers ● Routine infectious disease protocol <ul style="list-style-type: none"> ○ Staff will comply with State and/or local health department requirements and CDC cleaning and disinfecting protocols <p>Staff will follow manufacturer's instructions regarding the use and maintenance of equipment & use & storage of chemicals for cleaning & sanitizing.</p> <ul style="list-style-type: none"> ● Spray bottles with disinfectant or disinfectant wipes will be provided for all PK-12 	<ul style="list-style-type: none"> ● Continue Level I cleaning and disinfecting procedures in addition to heightened disinfection of frequent high touch points and high traffic areas. ● School nurse, head of maintenance, and administration will identify and address any additional areas in need of intensive cleaning and disinfecting. ● Head of Maintenance and superintendent will determine routine cleaning schedules at each building and will modify cleaning schedules and work assignments of custodial staff to meet any heightened disinfection needs. ● Spray bottles with disinfectant or disinfectant wipes 	<ul style="list-style-type: none"> ● Continue Level I & Level II cleaning and disinfecting procedures in addition to heightened disinfection of frequent high touch points and high traffic areas. ● School nurse, head of maintenance, and administration will identify and address any additional areas in need of intensive cleaning and disinfecting. ● Head of Maintenance and superintendent will determine routine cleaning schedules at each building and will modify cleaning schedules and work assignments of custodial staff to meet any heightened disinfection needs. 	<ul style="list-style-type: none"> ● Securing affected buildings/rooms if building is operating in Remote Learning ● Orange protocols will be followed if building remains open. ● Health Department protocols will be followed.

	classrooms.	<p>will be provided for all PK-12 classrooms.</p> <ul style="list-style-type: none"> HVAC system will be adjusted to allow as much fresh air as feasibly possible to be introduced into the HVAC system while operating. 	<ul style="list-style-type: none"> Spray bottles with disinfectant or disinfectant wipes will be provided for all PK-12 classrooms. Closing affected buildings <ul style="list-style-type: none"> Superintendent will shut down and secure affected building(s) for deep cleaning and disinfecting. Building access prohibited by all user will be closed until the area is cleaned and disinfected. Superintendent will coordinate and communicate with staff, students, and parents regarding reopening procedures for affected areas, after consultation with Four Corners Health Department. 	
Lunch and Breakfast	Breakfast and lunch served in the cafeteria.	<ul style="list-style-type: none"> Breakfast in the cafeteria, provided adequate social distancing can be provided. If more space is required, high school gym space will be needed. Lunch may be in the classrooms to provide adequate social distancing between students. All students will wash hands and use hand sanitizers before getting in the lunch line. Extra sanitation procedures will be used. Some food items may be limited. Meals may be delivered to each eating area. Parents will not be allowed to eat lunch with students. No outside visitors in cafeteria 	<ul style="list-style-type: none"> Breakfast and lunch may be eaten in the classroom or an alternative location. All students will wash hands and use hand sanitizers before getting in the lunch line. Extra sanitation procedures will be used in the kitchen and meal preparation area. Some food items may be limited to ease preparation time and to ensure meal items are easily consumed in a classroom setting.. All kitchen staff will wear gloves and face coverings while serving meals Parents will not be allowed to eat lunch with students. No outside visitors in cafeteria 	<ul style="list-style-type: none"> Grab and Go meals will be provided for families at designated schools or transported to families in rural areas if school is closed All Orange protocols will continue to be observed during normal student attendance days Assigned seating may be used during A/B schedule days to ensure maskless social distancing
Recess	Schools will continue to have recess as scheduled with handwashing or hand sanitizer upon entry to the playground area.	<ul style="list-style-type: none"> Elementary will implement recess zones for assigned students to support physical distancing. Schedules will be modified to ensure adequate spacing on the playground at one time. Cleaning and sanitizing of playground equipment will be completed daily. Classroom equipment will be available. 	<ul style="list-style-type: none"> Elementary may implement recess zones for assigned students to support physical distancing. Schedules may be modified to ensure adequate spacing on the playground at one time. Cleaning and sanitizing of playground equipment will be completed daily. 	<ul style="list-style-type: none"> All Orange protocols will continue to be observed
PK-5 Field Trips	Regular field trip opportunities can be scheduled.	No off-site field trips.	No field trips will be available.	No field trips will be available
Specials	Students transition to music, art, PE, and media as normal.	Specialists teachers transition to classrooms to provide instruction, as feasible. If teachers transitioning is not possible, student transitions to music, art, PE and media will be allowed.	All specialist teachers may transition to classrooms if needed based upon DHMs	All specialist teachers may transition to classrooms if needed based upon DHMs
Handwashing/Hand Sanitizer	<ul style="list-style-type: none"> PK-5 teachers scheduled handwashing and use of hand sanitizer 3 times a day. 6-12--Announcements supporting hand washing and hand sanitizer available in all classrooms and commons areas. Hand sanitizer stations will be positioned 	<ul style="list-style-type: none"> PK-5 teachers scheduled handwashing and use of hand sanitizer 3 times a day. 6-12--Announcements supporting hand washing and hand sanitizer available in all classrooms and commons areas. Hand sanitizer stations will be positioned outside 	<ul style="list-style-type: none"> PK-5 teachers scheduled handwashing and use of hand sanitizer 3 times a day. 6-12--Announcements supporting hand washing and hand sanitizer available in all classrooms and commons areas. Hand sanitizer stations will be positioned 	Same as Orange Protocol

	outside the main doors and gyms	the main doors and gyms.	outside the main doors and gyms.	
Hallways	<ul style="list-style-type: none"> PK-5 students transition normally with staff support 6-12--Regular transitions with encouraged social distancing in hallway areas. 	<ul style="list-style-type: none"> PK-5 students transition normally and specialists come to classrooms, whenever feasible. When it is not feasible for teachers to come to the classroom, students are allowed to transition to specialist teachers' classrooms. 6-12 Students may have limited and/or staggered transitions, in conjunction with schedule 	<ul style="list-style-type: none"> PK-5 students transition and all specialists come to classrooms if needed 6-12 students may be in isolated classrooms with only limited and scheduled hallway access. 	Same as Orange Protocol
Lockers	<ul style="list-style-type: none"> Lockers will be used as normal 	<ul style="list-style-type: none"> 6-12 Students may have limited and staggered use of lockers, in conjunction with scheduled transitions during class period breaks. 	<ul style="list-style-type: none"> Buildings may implement a limited and staggered use of lockers 	Same as Orange Protocol
Beginning of the day staff	<p>PK-5 Teachers</p> <ul style="list-style-type: none"> Teachers will report for duty as assigned. M/W/F Teachers will be in their classrooms for student supervision at 8:00 am. T/TH Teachers will pick up students at the conclusion of PLCs at their assigned location. <p>6-12 Teachers</p> <ul style="list-style-type: none"> Teachers will report for duty as assigned. 	<p>PK-5</p> <ul style="list-style-type: none"> Teachers will report for duty as assigned. M/W/F Teachers will be in their classrooms for student supervision at 8:00 am. T/TH Teachers will pick up students at the conclusion of PLCs at their assigned location. <p>MS/HS</p> <ul style="list-style-type: none"> Teachers will report to classrooms for advisory at 8:00 AM. PLC schedule is TBD. 	Teachers will report based on the schedule created and direction provided by the administration.	Same as Orange Protocol
Beginning of the day students	<p>PK--5th Grade</p> <ul style="list-style-type: none"> M/W/F Students will report to Activities Hallway or South Gym as assigned and report to classrooms at 8:00 am. T/TH Students will report to Activities Hallway or South Gym as assigned until picked up by teachers following PLCs. <p>MS/HS</p> <ul style="list-style-type: none"> Report to West Gym until 8:25. Sign out if needed to student access or a teacher classroom. Those students remaining in the gym will be encouraged to wear a mask or social distance. 	<p>PK--5</p> <ul style="list-style-type: none"> M/W/F Students will report to Activities Hallway or South Gym as assigned and report to classrooms at 8:00 am. T/TH Students will report to Activities Hallway or South Gym as assigned until picked up by teachers following PLCs. <p>MS/HS</p> <ul style="list-style-type: none"> Students need to report to their advisory classroom, observing 6 ft. of social distance. Students will stay in advisory classrooms until 8:25 am and then report to 1st period class. 	Students will report based on the schedule created and direction provided by the administration.	Same as Orange Protocol
End of the day	<ul style="list-style-type: none"> Regular dismissal. All students will be required to leave the building at the end of the day unless in an activity, or working under the direct supervision of a teacher. Elementary classrooms will be dismissed from the building through their assigned door. 	<ul style="list-style-type: none"> Regular dismissal. All students will be required to leave the building at the end of the day unless in an activity, or working under the direct supervision of a teacher. Elementary Parents are encouraged to wait in their cars and not enter the building to pick up their students. Elementary classrooms will be dismissed from the building through their assigned door. 	<ul style="list-style-type: none"> Regular dismissal. All students will be required to leave the building at the end of the day unless in an activity, or working under the direct supervision of a teacher. Elementary Parents are encouraged to wait in their cars and not enter the building to pick up their students. Elementary classrooms will be dismissed from 	

			the building through their assigned door.	
Building Access	<ul style="list-style-type: none"> Visitors that enter the building must report to the office for a temperature check and to sign into the building. Shelby/Rising City Schools events will not require a mask. However, masks maintaining social distancing at events is encouraged. Non-Shelby/Rising City Public Schools event guidelines (community use) are at the discretion of the event sponsors. Parents may eat lunch with their child when scheduled with the principal, after reporting to the office for a temperature screening and checking in at the office. 	<ul style="list-style-type: none"> Parents and visitors to the school must be regularly scheduled and check into the school office for a temperature check upon arrival. Masks are encouraged but not required for all visitors to the school and not provided by the school district. Masks and social distancing are not required at school sponsored events but are strongly encouraged. Non-Shelby/Rising City Public Schools event guidelines (community use) are at the discretion of the event sponsors. Parents will not be allowed to eat lunch with students Parents/visitors will receive a temp check upon entering the building. 	No outside visitors or user groups allowed on campus from 8:00 AM to 4:00 PM	No campus access available beyond required personnel if building is closed to students unless approved by superintendent
Facemasks	Face masks and/or shields will be provided and strongly encouraged to be used by everyone, but will not be required for entry into the school.	<ul style="list-style-type: none"> Face masks and/or shields are provided for all staff and students as necessary Staff face mask use is REQUIRED Student face mask use is REQUIRED 	<ul style="list-style-type: none"> Face masks and/or face shields provided for all staff and students as necessary Staff required to wear masks or shields. Students required to wear a mask. 	Same as Orange Protocol
Restrooms	Regularly scheduled	<ul style="list-style-type: none"> Scheduled restroom breaks for elementary students are conducted, with a limited number of students using the bathroom at a time and with proper handwashing and hand sanitizer use. Restroom use during passing periods in grades 6-12 is discouraged. 6-12 students are encouraged to use the restroom with permission from their classroom teacher. 	<ul style="list-style-type: none"> Restroom use will be managed (PK-5) in small groups. 6-12 students may not be allowed to use the restroom during passing periods based upon DHMs. Will need to get permission from their classroom teacher. 	Same as Orange Protocol
Water Fountains	Students are required to bring individual, clear water bottles.	Students are required to bring individual, clear water bottles.	The water fountain is closed and students are required to bring individual, clear water bottles.	Same as Orange Protocol
Classroom Seating/Materials Usage/Sanitization	<ul style="list-style-type: none"> Regular classroom/teacher preferred arrangement Social distancing will be utilized when possible. Regular classroom supply usage. Regular classroom cleaning. 	<ul style="list-style-type: none"> Desks separated Row seating All desks facing in the same direction towards the front of the classroom. Require student individual supplies and avoid shared use of classroom materials by students whenever possible. Minimize furniture and center items. PE and other “common use” equipment is cleaned between classes. Contaminated materials will be isolated for 	<ul style="list-style-type: none"> Students may be limited to specific classrooms. Locations in the building as determined and outlined in the alternate schedule. Increased sanitization measures. Some materials may not be allowed. Only necessary items. 	Same as Orange Protocol

		cleaning each day.		
Transportation	<ul style="list-style-type: none"> Regular transportation schedule and practices. If the child's temperature is 100.4 or greater, they will not be allowed on the bus. Students are encouraged to use hand sanitizer upon entering the bus. Students ride in assigned seats to provide maximum social distancing. Students who become sick during the day, may not use "group" transportation vehicles and will be transported home by a parent. Students are required to wear masks while in transit. Windows should be open, whenever it is deemed appropriate and safe by the driver, to maximize fresh air in the vehicle cabin. Transportation fleet vehicles should be aired out and disinfected daily. 	<ul style="list-style-type: none"> Regular transportation schedule and practices. Students are encouraged to use hand sanitizer upon entering the bus. Students ride in assigned seats to provide maximum social distancing. Students who become sick during the day, may not use "group" transportation vehicles and will be transported home by a parent. Students are required to wear masks while in transit. Windows should be open, whenever it is deemed appropriate and safe by the driver, to maximize fresh air in the vehicle cabin. Transportation fleet vehicles should be aired out and disinfected daily. 	<ul style="list-style-type: none"> Parents may be asked to transport their children to and from school on a voluntary basis.. Face masks are required to ride in all school district vehicles. Students who become sick during the day, may not use "group" transportation vehicles and will be transported home by a parent. Students are encouraged to use hand sanitizer upon entering the bus. Students ride in assigned seats to provide maximum social distancing. Students are required to wear masks while in transit. Windows should be open, whenever it is deemed appropriate and safe by the driver, to maximize fresh air in the vehicle cabin. Transportation fleet vehicles should be aired out and disinfected daily. 	<p>Parents may be asked to transport their children to and from school on a voluntary basis if bus drivers become unavailable.</p> <p>All other Orange protocols will be followed.</p>
Technology	<ul style="list-style-type: none"> 1-to-1 devices provided to all K-12 students with 6-12 taking them home daily.. 	<ul style="list-style-type: none"> 1-to-1 devices provided to all K-12 students with 6-12 taking them home daily. Devices will be cleaned daily according to tech department guidance. 	<ul style="list-style-type: none"> 1-to-1 devices may be sent home daily K-12. Devices will be cleaned daily according to tech department guidance. 	<p>If complete online/remote learning, or A/B schedule is used, K-5 devices sent home daily. Assignments will be graded and classroom assessments will be used.</p>
7-12 Activities	<ul style="list-style-type: none"> Activities and Athletics will be conducted in accordance with NSAA guidelines. 	<ul style="list-style-type: none"> Activities and athletics will be conducted in accordance with NSAA guidelines and DHM guidelines. 	<p>Cancellations and postponements of activities and athletics are possible. Activities and athletics will be conducted in accordance with Conference, post-season, NSAA guidelines and DHMs.</p>	<p>Cancellations and postponements of activities and athletics are likely. Activities and athletics will be conducted in accordance with NSAA guidelines and DHM guidelines.</p>
Student Attendance	<ul style="list-style-type: none"> All students in grades PK-12 will attend school in person. Accommodations will be made for students in PK-12 who are unable to attend in person to utilize online learning through Zoom, Canvas, Google Classroom, and other remote learning tools. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated or in conjunction with their IEP (Individualized Education Plan), or are on a current 504 Plan. 	<ul style="list-style-type: none"> All students in grades PK-12 will attend school in person. Accommodations will be made for students in PK-12 who are unable to attend in person to utilize online learning through Zoom and other remote learning tools. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated or in conjunction with their IEP (Individualized Education Plan), or are on a current 504 Plan. 	<ul style="list-style-type: none"> All students in grades K-12 will attend school in person Monday-Friday unless otherwise directed. If district health measures (DHM's) require limited occupancy of classroom spaces (50% or less) an alternative schedule will be devised. Accommodations will be made for students in PK-12 who are unable to attend in person to utilize online learning through Zoom, Canvas, or Google Classroom. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated or in conjunction with their IEP (Individualized Education Plan), or are on a current 504 Plan. 	<ul style="list-style-type: none"> All students in grades K-12 will attend school in person as directed by the method of instructional delivery. If district health measures (DHM's) require limited occupancy of classroom spaces (50% or less) A/B schedule may be used. Accommodations will be made for students in K-12 who are unable to attend in person to utilize online learning through Zoom, Canvas, or Google Classroom. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated or in conjunction with their IEP (Individualized Education Plan), or are on a current 504 Plan. Students will not be permitted on campus

				during remote learning unless directed based upon their educational program.
Staff Attendance	<ul style="list-style-type: none">• All staff will report as normal.• Any questions or concerns relative to work expectations should be directed to the building principal.	<ul style="list-style-type: none">• All staff will report as directed.• Any questions or concerns relative to work expectations should be directed to the building principal.	<ul style="list-style-type: none">• All staff will report as directed.• Teachers may be asked to teach on an alternative schedule as needed.• Any questions or concerns relative to work expectations should be directed to the building principal.	<p>All staff will report to their building as directed and provide remote instruction or in person learning, as needed</p> <p>Staff may be asked to teach remotely from home while providing instruction.</p> <p>Any questions or concerns relative to work expectations should be directed to the building principal.</p>

Potential Scenarios & Responses to Elevated Risk Levels	
1 or more <i>confirmed case(s)</i> if COVID-19 in the school of a student or staff member.	<ul style="list-style-type: none">• The school will immediately consult with the health department for guidance on operational procedures.• A more restrictive learning environment will be implemented, which <i><u>may</u></i> include elevating the “risk dial operational zone,” short-term or long-term school closure.• The school district will communicate the situation with students, staff, and parents through the school’s messaging system.• The school nurse will provide guidance to the administration on both the closure and reopening of the school, if the school is closed.• The sanitization plan will be executed by the head of maintenance to sanitize and disinfect the school.• The school will immediately implement a remote learning plan for all grades PK-12, if the building is closed for a short-term or long-term school closure.• Reopening communications will be provided to students, staff, and parents through the school’s messaging system.• Quarantined teacher will teach lessons from home (as appropriate) with substitute in the classroom.• Staff member must be fever-free, without the use of medications, before returning to school.• Staff member must self-quarantine for 10-14 days• If staff member is unable to teach virtually from home, they will apply for FFCRA leave/illness leave and a substitute will be placed in the classroom.
1 or more <i>confirmed case(s)</i> of COVID-19 among the immediate household members of a staff member.	<ul style="list-style-type: none">• The staff member must self quarantine for 10-14 days for household members.• Teachers will teach virtually from home with a substitute in the classroom, unless the staff member is unable to do so, due to caring for a family member.• If the teacher is unable to virtually teach, due to caring for an immediate family member, the teacher will apply for FFCRA and/or illness leave, and a substitute teacher will be placed in the classroom.• The teacher continues to teach to the class virtually by following the remote learning plan (based on the situation) and/or a sub may be provided.• The superintendent will coordinate and communicate a return date with the staff member.
1 <i>confirmed case</i> of COVID-19 in the immediate household of a student.	<ul style="list-style-type: none">• The student must self quarantine for 10-14 days.• Teachers will provide remote learning opportunities and send learning materials home to the student during the self quarantine period.• Building principal will coordinate the return of the student with the parent.
<i>Confirmed exposure</i> of staff member or travel by a staff member to a state, country, or location impacted by the COVID-19 virus.	<ul style="list-style-type: none">• The staff member must self quarantine for 10-14 days for household members.• Teachers will teach virtually with a substitute in the classroom, following the remote learning plan.• If the teacher is unable to virtually teach due to caring for an immediate family member with COVID-19, the teacher will apply for FFCRA or other leave, and a substitute teacher will be placed in the classroom.
<i>Confirmed exposure</i> of students or travel to an impacted state/country/location.	<ul style="list-style-type: none">• The student must self quarantine for 10-14 days.• Teachers will provide remote learning opportunities and send learning materials home to the student during the self quarantine period.
Visitor who has entered our building and has a <i>confirmed case</i> of COVID-19.	<ul style="list-style-type: none">• District officials will confer with the health department to determine whether a closure of the building is necessary.• The school district will communicate the situation with students, staff, and parents through the school’s messaging system.

	<ul style="list-style-type: none">• A more restrictive environment (elevated risk dial operational zone) could be implemented or the building could be closed to allow for cleaning. The length of the closure will be determined through consultation with the Four Corners Health Department, the head of maintenance, the school nurse, and the superintendent to ensure a safe re-entry to the school for students and for staff.• The school nurse will provide guidance to the administration for building both school closure and reopening.• The sanitization plan will be executed by the head of maintenance to “deep clean” and sanitize the building.• If the school is closed, the school will execute an immediate remote learning plan or modified attendance schedule.• Reopening communications will be provided to parents, students, and staff through the school’s messaging system.	
Student or staff member has fever of 100.4 or greater.	<ul style="list-style-type: none">• Student or staff will immediately be sent to the school nurse for a temperature check and symptoms screening.• Nurse will wear appropriate PPE.• The student or staff member will be required to go home and be fever free for 24 hours without medication before returning to school.• Student will be immediately asked to wear a mask to reduce the threat of transmission to others.• Parents of students will be contacted and informed of the student’s symptoms and be asked to pick up their child.• Student will remain in quarantine at the school, until the parents arrive to pick them up.• Students sent home will engage in remote learning with the teacher during their absence.• Teachers will teach remotely, if able and willing to do so. If they are not able or willing to do so, a substitute will be placed in the classroom.• Students and staff who have been sent home with a fever may return to school before the 24-hour period if they have a “return to school” note from their physician.	
Student or staff member is displaying COVID-like or flu-like symptoms	<ul style="list-style-type: none">• Student or staff will immediately be sent to the school nurse for a temperature check and symptoms screening.• Nurse will wear appropriate PPE.• Student will be immediately asked to wear a mask to reduce the threat of transmission to others.• Parents of students will be contacted and informed of the student’s symptoms and be asked to pick up their child.• Student will remain in quarantine at the school, until the parents arrive to pick them up.• Students sent home will engage in remote learning with the teacher during their absence.• Parents are asked to voluntarily keep their student home for 24-hours and communicate symptoms to the school for monitoring purposes.• Students may return to school, after they are free of symptoms.• Staff members are asked to voluntarily stay home until symptoms subside.• Students and staff are asked to voluntarily seek the advice of a medical professional and provide a “return to school” or “return to work” note from a medical professional.	
<i>TERMS DEFINED for Potential Scenarios & Elevated Risk Levels</i>		
“Confirmed Case”	When the individual has had a positive test for COVID-19 conducted by a medical professional.	<ul style="list-style-type: none">• Resources for Confirmation-Medical professionals performing COVID-19 testing & Four Corners Health Department.
“Confirmed Exposure”	When the individual’s exposure has been validated by contract tracing performed by the medical community.	<ul style="list-style-type: none">• Resources for Confirmation-Medical professionals, contact tracers, and Four Corners Health Department.
“Short Term Closure”	School building closed for up to 1-5 school days	<ul style="list-style-type: none">• Remote learning will be used by teachers and students.
“Extended Building Closure”	School building closed for 6 school days or more	<ul style="list-style-type: none">• Remote learning will be used by teachers and students.

Risk Level Operational Zone	Description of Response Strategy	Action & Rationale
LOW	School is in session on campus for	<ul style="list-style-type: none">• School and school activities resume as normal, with only moderate medical precautions in place at the school to prevent the spread of the virus.

MODERATE	students and staff beginning in August as planned.	
MODERATE/ELEVATED	Alter the School Calendar	<ul style="list-style-type: none">Calendar adjustments to the beginning and ending of the school year, vacation days, and professional development days can be altered as needed to meet instructional requirements for students in NDE Rule 10 to ensure students receive enough instructional time. Adjusting the calendar during the year in response to short-term or long-term closures caused by the COVID-19 virus is a strong option, provided the number of instructional days lost due to school closure isn't too large. This strategy could be effectively used for a limited number (3 long term closures or 15 school days) or less of school closure.
ELEVATED	Short-Term Closure	<ul style="list-style-type: none">When a student or staff member who has been on campus tests positive for COVID-19, a short-term closure (1-5 days) would be used to contact trace, deep clean, and ensure the necessary exclusion of students and staff from campus for up to 14 days or as directed by public health officials.
ELEVATED	Traditional School with Friday as a Remote Learning Day Or “A/B Schedule” With Group A Attending in Person on Monday/Wednesday, Group B Attending on Tuesday/Thursday, & Groups A&B Learning Remotely on Friday	These plans could be created in the event that we have directed health measures that require social distancing in classrooms or limiting the number of students in a classroom. The plan that would be chosen would be based on the guidance provided in the district health measure.
PANDEMIC	Remote Learning	<ul style="list-style-type: none">Teachers will teach remotely and students will learn remotely. Students and staff will not be allowed on campus for learning or activities.

Exposure Determination (By Four Corners Health)	<ul style="list-style-type: none">Was the exposed individual wearing a face mask/shield? If yes, low risk of exposureWas the individual who tested positive wearing a mask/shield? If yes, low risk of exposureWas the individual within 6' of the exposure for 15 minutes or more regardless if the individual who tested positive wore a face shield? If no, low risk of exposure
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Return to School Plan - Timeline

Date	Group	Focus
Thursday, July 23	Return to School Committee	Discuss draft of Return to School Plan
Friday, July 24	Administration/Board of Education	Discuss draft of Return to School Plan
Monday, July 27	Four Corners Health Department & Administrative Team	Discuss and modify draft of Return to School Plan based on Four Corners Health Departments' Recommendations
Tuesday, July 28	S/RC Staff & Administration	Digitally share the proposed Return to School Plan with S/RC Staff for feedback and suggestions

Friday, July 31	Parents & Public	Digitally share the proposed Return to School Plan with S/RC Parents and the Community for feedback and suggestions
Monday, August 3	Return to School Committee	Finalize Return to School Plan & Present to the Board for Review at Special Board meeting.
Tuesday, August 4	Administrative Team	Publish final draft of Return to School Plan & Present to the Public
Wednesday, August 5	Principals & Superintendent	Begin weekly communication of “risk dial operational zones” and corresponding information to all stakeholders (parents, students, staff, public) through the school’s messaging system. This communication will be weekly or as needed throughout the 2020-21 school year.