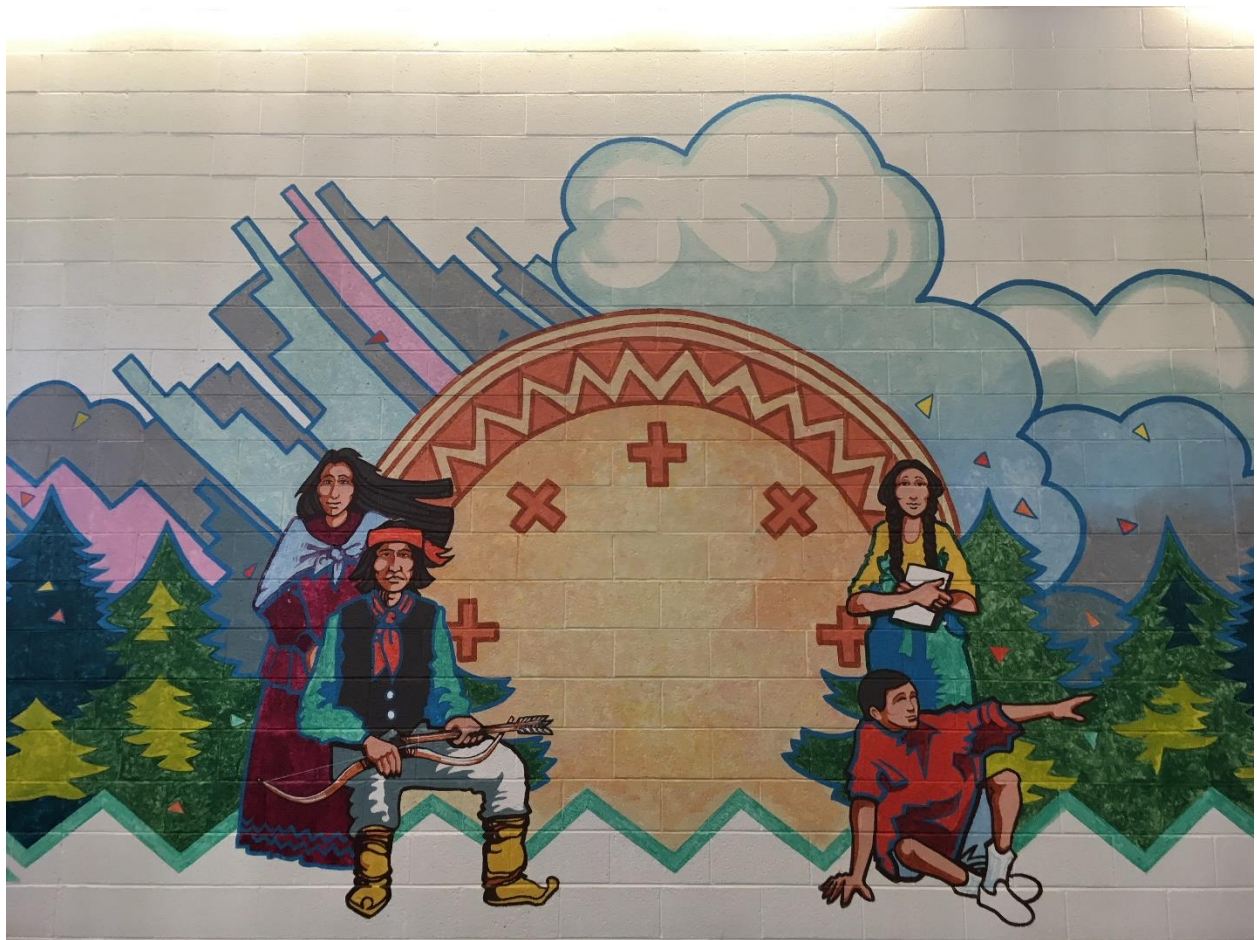


McNary Elementary School

Mitigation Protocols

2020-2021 School Year



McNary School District

P.O. Box 598
McNary, Arizona 85930
(928) 334-2293

Dear Parents and Guardians:

We are excited to finally have students returning to our building daily. It has been a long year and we appreciate all that you have done to help your student succeed during this difficult year.

Our biggest concern in bringing your child back to school is to ensure their safety while they are on buses and on the school campus. This booklet explains what we are doing to keep your child safe while they are in our care. These guidelines have been developed with the help of guidance from the CDC, Arizona State Department of Education, and, most importantly, tribal authorities from IHS.

There are a number of ways that you can help us in ensuring that we keep everyone safe and healthy:

1. Please do not send your child to school if they are sick. The symptoms of COVID are listed in several places in this booklet. Please make yourself aware of them and keep your child home if they exhibit any of the symptoms. A caution from IHS: Do not assume any of the listed symptoms are just from allergies or a cold unless that is the diagnosis from a doctor. They have had many cases of "allergies" that have really been COVID.
2. Please send a mask with your child every day. They will not be allowed on the bus without a mask. Although we do have a supply of disposable masks available for those who do not come with a mask, that supply is limited. Each student has been or will be given a set of McNary Elementary School masks and a set of white masks for their personal use.
3. Please do not send your child's computer or accessories with them to school. We have all the supplies they need already in each classroom.

Thank you for your help in keeping our community healthy and safe.

Sincerely,



Mrs. Melisa Milan
Principal

Reopening Scenarios

It is the intention of McNary Elementary School to keep all students and staff safe during this current COVID Pandemic. McNary Elementary School will reopen school within the following guidelines from the Tribe and the State.

McNary Elementary School

Reopening Plan

Phase 1	Phase 2	Phase 3												
<p>August 10 – School started</p> <p>All students remote learning online</p> <p>August 17 – Special needs and at-risk students began coming into school for class</p> <p>All others continue online</p> <p><i>Due to lockdowns and shelter-in-place orders, the school has had a waiver from the state to provide only remote learning until the end of January 2021.</i></p>	<p>TBD– If COVID risk remains moderate – all students will return with a hybrid model</p> <p>A classes will meet Monday and Wednesday</p> <p>B classes will meet Tuesday and Thursday</p> <p>Students not at school will be expected to be working online at home.</p> <p>Friday in-person intervention only for students in need as requested by the teacher. All other students work at home.</p> <table><tr><th>Mon</th><th>Tues</th><th>Wed</th><th>Thurs</th></tr><tr><td>A at school</td><td>A at home</td><td>A at school</td><td>A at home</td></tr><tr><td>B At home</td><td>B At school</td><td>B At home</td><td>B At school</td></tr></table> <p>Parents have the option to continue online learning.</p>	Mon	Tues	Wed	Thurs	A at school	A at home	A at school	A at home	B At home	B At school	B At home	B At school	<p>All Grades return to full class to be determined in coordination with state and local EOC recommendations.</p> <p>Parents have the option to continue online learning.</p>
Mon	Tues	Wed	Thurs											
A at school	A at home	A at school	A at home											
B At home	B At school	B At home	B At school											
Tribal Considerations														
<p>Tribal Phase 1</p> <p>All staff and students will work remotely from home.</p> <p>Essential staff will work at school with office and cafeteria staff working 8:00 a.m. to 1:00 p.m.</p>	<p>Tribal Phase 2</p> <p>All staff will return to school and work from 8:00 a.m. to 3:00 p.m.</p> <p>At-risk students, special needs students, and those needing extra help will be brought in to school to work with their</p>	<p>Tribe Fully Opens</p> <p>School will reopen with hybrid first until the EOC gives clearance to open fully.</p>												

Janitorial staff will work from 7:30 a.m. to 2:30 p.m.	teachers between 8:00 a.m. and 10:30 a.m.	
Meal service will be from 10:30 a.m to 12:30 p.m. Monday through Friday	No more than 5 students will be in a classroom at any one time.	
	Meal service will be from 10:30 a.m. to 12:30 p.m. Monday through Friday	
	If schools are allowed to open per Tribal regulations, the hybrid model shown above in Phase 2 will be followed	

All students have been provided with Chromebooks and hotspots that will be continued to be used at home all year. It is expected that students will continue to work at home on the days they are not scheduled to be at school.

Students will have Chromebooks to use while they are at school that will not be taken home.

When the school will close or quarantine:

- **If two or more unrelated cases of COVID-19 are found at the school, the school will close for three days for complete cleaning and disinfection protocols to be done. Staff and students will work remotely.**
- **The cases will be reported to the County and Tribal Health Departments so that contact tracing may be completed.**
- **Those who have tested positive will need to follow the quarantine guidelines found in the Health Protocols section of this handbook.**
- **If a student or staff member tests positive for COVID, all students and staff who may have had contact with that student will be contacted. IHS will be contacted and they will perform contact tracing and testing.**

**McNary Elementary School
Reopening Plan**

Transportation

The buses will run on or close to the following schedule on both A and B days. Please do not send your child to school if it is not their day to be at school unless you have made arrangements with the teacher.

Morning Bus Schedule

7:00 a.m.	Leave bus barn
7:07 a.m.	Arrive @ Hondah Homesites
7:15 a.m.	Arrive @ Hondah Casino Area
7:20 a.m.	Arrive @ Apache Dawn
7:25 a.m.	Arrive @ Indian Camp
7:30 a.m.	First drop-off of students at school
7:35 a.m.	Begin student pick up on Oak Street behind the school
7:40 a.m.	Arrive @ Apache Dawn (north of the football field)
7:45 a.m.	Second drop-off of students at school

After School Bus Run – Grades K-2

2:05 p.m.	Leave school
2:10 p.m.	Apache Dawn homes – north of football field
2:25 p.m.	Indian Camp
2:35 p.m.	Apache Dawn
2:40 p.m.	Hondah Homesites
2:50 p.m.	Arrive back at school

Bus will be sprayed before the 3:00 dismissal

After School Bus Run – Grades 3-8

3:05 p.m.	Leave school – same route as 2:00 p.m. bus run (add 1 hour)
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The following guidelines will be followed to ensure the safety of the students and staff on the bus.

Bus Sanitation

The bus(es) will be super cleaned before the first day of school to include the wiping down of all surfaces with disinfectant or sanitizing type of cleaner. This will include wiping down all seat parts, the floor, the windows, the walls, the roof, and the driver's area. At the end of the morning run and then after each afternoon run, the bus(es) will be wiped down or sprayed with disinfectant spray. The bus(es) will be super cleaned each evening as they are stored for the night. Any other times the bus(es) are used to transport students (i.e., sports activities, field trips, etc.) they will be wiped down before use and super cleaned upon return to the bus barn.

Pick Up of Students

A bus aide will ride with the bus driver to help with the following:

1. Before each student boards the bus, their temperature will be taken with an electronic thermometer by the aide.
2. If a student registers as having a fever or is showing visible symptoms (runny nose, cough, shortness of breath, or vomiting)*, they will be sent back to their home with instructions not to return to school until the fever is no longer registered (no fever without medication for 36 hours).
 - If a parent is at the bus stop, the student will return to their parent.
 - If the parent is not at the bus stop, the student will be provided with a mask if they do not have one already, and – if possible – will be situated so as to be socially distanced from other persons.
3. Students will be seated one to a seat in the order they are picked up starting at the back and working toward the front. There will be no changing of seats or contact with other bus riders.
4. Students waiting at bus stops will be asked to social distance and to leave space between each other as they board the bus.
5. Masks will be required when they board and while they are on the bus. If a student refuses to put on a mask, he/she will not be allowed to ride the bus.

*If a student has a chronic condition such as allergies or asthma, parents should inform staff of that condition and provide a doctor's note verify the condition. If staff has been so informed, students with symptoms of runny nose or cough should be permitted to ride the bus.

Return Home

Staggered dismissal with the same 2:00 and 3:00 dismissal times should work for distancing on the bus. The afternoon bus will follow the same drop off as in the morning except the McNary students will be dropped off first. The bus will then return to school to pick up the remaining students.

1. Students will board the bus from back to front with no changing of seats or arguing about seating or contact with other riders.
2. Students will wear face masks while on the bus.
3. If needed, two runs will be used at 3:00 to ensure social distancing with McNary students going first and then Hondah/Indian Camp students.
4. If we have sports practices, the same rules apply – one to a seat, face masks, etc. The bus driver would then have to do the super cleaning upon his return to school before the bus is put away for the night.

Parent Dropoff of Students

It is understood that parents may not want their student riding the bus to school. Those parents who choose to drive their student to school and drop them off will do so as follows:

1. Bring students through the property by entering on Spruce Street (the back gate).
2. Drop off their student at the picnic table outside the Cafeteria and continue through the property.
3. Parents will stay in the car.

4. Students will enter the building through the double doors by the Multi-Purpose Room.
5. No students should be dropped off in the staff parking lot or by the school office.
6. If a parent needs to go to the office for any reason, the student should be dropped off as designated and the parent may then drive to the office as needed.

Arrival at School

Beginning of the day

When students arrive at school, all students will enter at the double doors by the Multi-Purpose Room where staff members, wearing appropriate PPE, will visually check each student and take temperatures with a non-contact thermometer prior to a student entering the school. Any student with visible symptoms of runny nose, cough, shortness of breath, or vomiting or one who has a fever at or above 100.4 degrees, will be taken to the Nurse's office. Parents may be contacted for pick-up with the following exceptions:

- If the student has a runny nose and the staff member observes that there are no other symptoms, the staff member will contact the parent to inquire as to whether the student has had any other symptoms or there have been any COVID-19 exposures in the home. If not, the student may return to class.
- If the student has health information on file that confirms a diagnosis of asthma or other respiratory condition (confirmation with a doctor's note) and the staff member observes that there are no other symptoms, the staff member will contact the parent to inquire as to whether the student has had any other symptoms or there have been any COVID-19 exposures in the home. If not, the student may return to class.

People with these symptoms may have COVID-19:

- Fever (greater than or equal to 100.4 F or 38 C)
- Subjective Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Any student registering a fever or showing other symptoms as listed will be sent home. Students will be isolated in the Nurse's office with a health-trained aide until parents can pick them up. If a student is exhibiting severe symptoms, EMS may be called for transport to IHS, in which case, the parent would need to be notified before transport can take place.

Staff members will be stationed in the hallways to ensure that social distancing is followed and that all students go to their assigned classroom.

Social Distancing in the Hallways

Whenever feasible, students should walk in a line that maintains 6 feet between students. Students should always walk on the right-hand side of the hallway to ensure one-way social distancing.

Breakfast

Students who wish to eat breakfast will pick up a breakfast on their way into the building and take the meal to their classroom.

Daily Sanitation

The staff at McNary Elementary School will follow the guidelines below to ensure that the building is kept sanitary and clean.

Cleaning

Each evening, the entire school will be cleaned by the custodians. This will include:

1. Vacuuming each room.
2. Wiping down each desk and chair with disinfectant spray.
3. Wiping down counters and cabinets.
4. Cleaning the sink and the water fountains.
5. Overall spraying of the room with Lysol or some other like product, ensuring that every surface is sprayed including teacher desk and all furniture in the room.
6. The hallways will all be vacuumed.
7. Doorknobs and light switches will be wiped down regularly during the day and will also be cleaned at the end of each day.
8. Wipe down the outside of the computer cart.

Students will wipe down their desk and chair each day before they leave the room and make sure that their desktops are cleared so that they can be disinfected by the custodian.

Social Distancing and Personal Protection

Classroom Layout

For all grades, floors will be marked with adhesive tape to indicate where individual desks will be located.

Desks will be positioned 6 feet apart unless spacing is not possible due to the size of the classroom and the number of students assigned to it. If desks cannot be positioned 6 feet apart, cloth face coverings will be required unless a health condition prohibits this. All desks will be equipped with a three-sided plastic shield.

Masks

1. Masks will always be required on the bus(es).
2. Masks will be required in the classrooms at all times.

3. Teachers will wear masks in the classrooms as well. A mask may be removed for clarification if the teacher is socially distanced from the student.
4. Masks will be worn in all common areas in the school – hallways, gym, multipurpose room.
5. When outside, masks still need to be worn.
6. Personal cloth masks will need to be changed each day. They may not be worn for a second day.
7. If a disposable mask is used, it may not be worn for a second day and should be disposed of safely at the end of the day.
8. Students and families will be encouraged to provide their own personal masks and families will be encouraged to wash and disinfect the masks each day.
9. If students are unable to provide a mask, a disposable mask or cloth mask will be provided by the school.

Gloves

1. Gloves will be worn by everyone when serving food, cleaning common areas, or at other times that it is felt to be necessary.
2. Gloves will be provided to those who feel they need them. A caution for students: Gloves are not playthings and are not to be used indiscriminately. This means no balloons, no intentional destruction of gloves when they are needed for activities, and only taking and using what is needed.

Sharing of classroom materials

1. Each student will have a personal tote or other type of receptacle in which to store their personal supplies – pencils, crayons, rulers, calculators, or other supplies. As they run out, the teacher will supply what is needed and it goes into the student's personal receptacle. Supplies are not to be shared amongst students. If they run out or need something, they will need to see the teacher to get a new item.
2. When a classroom book set is used, each book should have a number that is then assigned to the students. As the books are being used, they can be stored in the students' desks. When they are returned, the books should not be added back to a bookcase or collection until they sit for three days.
3. When classroom games are used, students need to wash their hands before playing and wash their hands after playing. The games will need to be sanitized in some way and sit on a shelf for 72 hours before being put away.
4. Balls and playground equipment will need to be disinfected after recesses and PE classes. Students need to wash their hands upon return to the classroom after any physical activity.
5. Classroom manipulatives that are plastic or made of another material that is easily washed should be washed after usage.

Student handwashing is the biggest preventer of disease and should be done regularly throughout the day.

Health Protocols

Per the Arizona Department of Health Services recommendations, the following procedures have been developed.

People with these symptoms may have COVID-19:

- Fever (greater than or equal to 100.4 F or 38 C)
- Subjective Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Rash that appears a few days after being sick
- Pink eye

COVID-19 symptoms may present differently in children than in adults. For example, children are less likely than adults to have fever with COVID-19 and more likely to present with non-respiratory symptoms such as nausea and diarrhea. Many common illnesses have similar symptoms. In an abundance of caution, any person experiencing symptoms should remain home.

Any staff or student showing any of these symptoms will be encouraged to stay home until the symptoms disappear and the person is symptom-free for 72 hours without medication.

If a student or family member or staff or their family member tests positive for COVID-19 at any time, the school should be notified so contact tracing can be put in place, meaning that those who have been around the student or staff member will be informed. A notice will be sent home with the affected students. The student or staff member will need to stay home for 10 days from the date of the test and need to be symptom-free when they return to school.

See the attached flowchart for the specific guidance from the Arizona Department of Health regarding when it is safe to return to school if you have been quarantined or had to isolate.

If there is a time when there are numerous students or staff who are showing symptoms or have tested positive for COVID-19, IHS will be informed. Upon guidance provided by the health authorities, consideration will be given to closing the school for the number of days recommended to prevent the spread of the virus and to clean and disinfect the building per CDC and health department guidelines.

Procedures for COVID-19 Symptoms or a Positive Test

If a person becomes sick with COVID-19 symptoms or reports a positive COVID-19 test, the procedures listed below will be followed:

1. Immediately report the situation to the principal ONLY. Confidentiality must be maintained to the greatest extent possible.
2. If an employee develops COVID-19 symptoms at work, the employee will be separated from all other students, staff, or visitors in the Nurses Office, and arrangements will be made to send the employee home in a safe manner. If the employee is able to self-transport, the employee will leave the school. If the employee is not able to self-transport, a family member, friend, or other method of transport will be contacted to get the employee home or to a health care provider. If the employee appears to be in medical distress, 911 will be called.
3. If a student develops COVID-19 symptoms at school, the student will be separated from all other students and staff, with the exception of one staff member to supervise the student. The staff member will wear PPE (gown, face mask, goggles, gloves) and maintain a distance of at least 6 feet from the student at all times, unless there is an emergency. A parent or emergency contact will be notified immediately to pick up the student. If the student appears to be in medical distress, 911 will be called.
4. If a student tests positive COVID-19, that student's classroom and teacher will quarantine for ten days and may return to school when they are symptom free.
5. Any areas that were exposed to the symptomatic employee or student will be closed off for a prolonged period. Wait 24 hours before cleaning and disinfecting these areas. During that time, if feasible, windows and outside doors will be opened to increase air circulation. After 24 hours, the area will be thoroughly cleaned and disinfected per CDC guidelines.
6. Determine whether other employees or student may have been exposed to the symptomatic individual within 6 feet and for a prolonged period of time (10 minutes or more). If so, those individuals (or, in the case of students, their parents) will be notified of the potential exposure. The name of the individual who has become sick will not be disclosed. The notification will recommend that the individuals monitor their health closely, contact their health care provider if possible, and self-quarantine if any symptoms develop.
7. Employees or students who have developed COVID-19 symptoms and have a positive COVID test will need to isolate for at least 10 days (counted from the day the symptoms appeared). They may return to school after the 10 days if there has been no fever for 72 hours without the use of medicines that reduce fevers.

If a student or employee tests positive, IHS requests that quarantine measures begin but do not go down to Whiteriver for testing. During their contact tracing procedures, they will ensure that those affected will be tested. Staff that lives off reservation may need to drive to Hondah for their test.