

Hazelton-Moffit-Braddock

Public School District #6

Return to In-person Instruction and Continuity of Services Plan



June 21st, 2021



HAZELTON-MOFFIT-BRADDOCK PUBLIC SCHOOL

HOME OF THE TIGERS



Dear HMB Families,

Since March, 2020, our community and everyone around us has been experiencing challenging times, but we hope all of you have found ways to cope and embrace this new normal. The 2019-2020 and 2020-2021 school years were challenging as well, and we would like to thank the students, staff, parents, and community members who have helped us succeed in these difficult times.

As we move forward, the present challenge is planning for the 2021-2022 school year. We understand the previous school years affected the students, staff, and the community in many ways, but we will follow the policies and services in place to ensure success.

Education is a vital component for our children. Therefore, our goal is to provide a safe, structured, and nurturing environment for our students. We were fortunate to remain Face-to-Face the entire 2020-2021 school year and ended the school year as close to normal as we had ever been since the school closure in March 2020. We desire to continue the new school year through a shared commitment from students, teachers, families, and staff, however, we cannot disregard the health and safety concerns associated with the virus. Even though the virus has subsided in our area, the school district must consider all practical steps to keep our students and staff from contributing to virus spread in our community.

This plan will contain much of the same information as the HMB Health and Safety Smart Restart Plan with updated information to pertain to the new and current school year.

Thank you for your time reviewing this plan. We encourage everyone to ask questions and communicate their concerns as we move forward. Together, our school can safely provide quality education for our students.

Sincerely,

Tracy Hanzal
Superintendent

Scott Baumiller
School Board President

211 Hazel Ave, Hazelton, ND 58544 ✉

HS (701) 782-6231 - Elem (701) 782-4226 ☎

www.hmb.k12.nd.us 🌐

Assumptions & Assurances

HMB PUBLIC SCHOOL BELIEVES:

- Every student should have the opportunity to engage in learning, regardless of the spread of COVID-19 in our community
- Schools have a vital role in providing safe environments for students, focusing on both social-emotional and physical health
- We can find solutions by working together with educators, staff, health care professionals, parents, students, and community members
- Our school district will make decisions based on updated guidance from local, state, and national health care officials
- Our School Board will ensure our plan meets the needs of our students, educators, staff and community

OUR PLANNING TEAM:

HMB Public School's Restart Plan was crafted and reviewed by team members consisting of the following:

- | | |
|-------------|------------------------|
| • Educators | • Support Staff |
| • Parents | • County Health Nurse |
| • Students | • School Board Members |

Input was gathered by various means to allow for a wide range of feedback, while maintaining social distancing where possible.

Phases

The following phases will be used to define the community risk level associated with COVID-19 and align with the color-coded guidance according to the NDDoH. Each level is reported to schools by the NDDoH after rigorous testing and assessment of cases in the community.



Instructional Models

The instructional models used by HMB will be guided, in part, by the risk level of COVID-19 in the community and in coordination with the NDDoH and Emmons County Public Health. This is a guide as instructional models could be adjusted based on other factors, such as occupancy levels, age of children, and abilities to move certain classes online.

FACE-TO-FACE INSTRUCTIONAL MODEL (BLUE/GREEN)

Face-to-Face instruction is defined as having students in the building with staff following protocols and procedures to address safety of all.

HYBRID MODEL (YELLOW)

The Hybrid model will consist of a combination of Face-to-Face and Distance Learning Models. This model will reduce the number of students in the building yet ensures some Face-to-Face interaction, and will be determined by administration with local health guidance.

DISTANCE LEARNING MODEL (ORANGE/RED)

The Distance Learning model will provide education on-line with consistency and course work. This model will be primarily off-campus and use resources to meet the varying needs of students.

SPECIAL EDUCATION CONSIDERATIONS

The South Central Prairie Special Education Unit and HMB Public School will continue to provide special education and related services to our students to the greatest extent possible, in accordance with the IDEA, throughout the school year. Our greatest concern is for the health and safety of our students, staff and communities. We will make a good faith effort to provide continuous learning in any given scenario.

All case managers and service providers will review each Individual Education Program (IEP) for the students they serve. Each child's team will determine the services and accommodations most appropriate for the student to provide a Free Appropriate Public Education (FAPE). When determined necessary by the IEP team, an alternative plan will be developed and implemented in the event of school absence due to COVID 19.

Service providers and students will follow their school district's Health and Safety Plan and Distance Learning Plan to the greatest extent possible. If, because of the student's disability, specific aspects cannot be met, this will be addressed in the student's IEP. More information can be found at the [IDEA website](#).

Health & Safety Guidance

The district strives to provide a healthy and safe environment for all who occupy our schools. The following guidelines are intended to provide a framework for the school district's response to COVID-19.

Resources

Emmons County Public Health Unit - <http://www.emmonsnd.com/public-health.html>

ND Department of Public Instruction - <https://www.nd.gov/dpi/parentscommunity/nddpi-updates-andguidance-covid-19>

ND Department of Health - <https://www.health.nd.gov/diseases-conditions/coronavirus>

Center for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Best Intentions

Despite taking every reasonable precaution, there is no guarantee that our school will be without risk as it relates to COVID-19. The virus could be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, will not prevent any student or staff member from being in contact with the virus.

Protect Yourself and Others

Wash your hands often



- Wash with soap and water for at least 20 seconds especially after blowing your nose, coughing, or sneezing
- If soap and water are not available, use hand sanitizer that contains at least 60% alcohol
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Students are encouraged to wash their hands often throughout the day

Avoid close contact



- Keep socially distant from others; especially important for people who are at a higher risk of getting sick
- Alternate or modified schedules, adjustments to use of common areas, use of outdoor spaces and other actions that increase physical separation may be considered
- The sharing of instructional materials should be limited as much as possible
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed
- Visitors, including parents/guardians, are allowed by appointment only
- Service and delivery personnel are required to wear facemasks upon entering the building

Cover coughs and sneezes



- Always cover your mouth and nose with a tissue or the inside of your sleeve when you cough or sneeze
- Throw tissues away and wash hands or use hand sanitizer to prevent spread

Clean and disinfect



- School staff should clean and disinfect frequently touched surfaces daily
- Shared materials (not recommended) should be cleaned
- Classrooms will be cleaned nightly by custodial staff

Cover your mouth and nose



- The wearing of masks will be applied in phases based within the ND Smart Restart Guidance
- Educators will assist students with how to properly wear a face mask when necessary
- The wearing of a face mask or covering is recommended, and will be provided by the school
- In specific instances, the wearing of a face mask or covering may be required, depending on the phase and risk level reported by the NDDoH

Monitor your daily health



- Be alert for symptoms, such as **fever, cough, shortness of breath**
- Parents are responsible to screen their children each day before sending them to school, including checking temperature - **Please follow the Before School Questionnaire**
- Encourage staff and students who are sick to stay home
- Temperatures of symptomatic students or staff may be taken at the school office

Vaccinations

- HMB Students and Staff have been provided information of the option to receive vaccinations through the Emmons County Public Health Unit
- HMB provides a location in the building for county health to administer vaccinations to students and staff

Health & Safety Protocols

STUDENT & STAFF HEALTH

Monitoring the health of students and staff will be a vital component of a safe and healthy educational environment. HMB Public School will take the following measures to ensure all students and staff are healthy while they are at school.

Identifying Students & Staff at Higher Risk

- The back-to-school process will include questions asking families to identify if their child is at-risk, based on the diagnosis of a health professional, and will discuss and arrange instructional model options
- Administration and the Business Office will inquire of all employees if they are at-risk, based on the diagnosis of a health professional, and will coordinate adjustments to the work schedule or workplace
- If the NDDoH informs the HMB Public School of a student or staff member who is COVID-19 positive, that information will be shared with administration as allowable within school district policy or law

Isolation & Quarantine

- HMB Public School will follow isolation and quarantine guidelines and directives as set by NDDoH

Isolation – a prevention strategy used to separate people who are sick with the virus from healthy people

Quarantine – a prevention strategy used to monitor people who were exposed for a period of time

Steps for if a student or staff member is positive for COVID-19

- Families are asked to contact school administration as soon as possible if their student or if anyone in their household is positive for COVID-19. Please contact administrators by email or call the school at (701) 782-6231.
 - Tracy Hanzal, Superintendent – tracy.hanzal@k12.nd.us
 - Tad Larson, Principal – tad.larson@k12.nd.us
- Administration will determine if students and/or staff are considered **school close contacts** of a positive case in that classroom. **School close contacts** will be notified. Staff will be asked to monitor symptoms and parents will be asked to monitor their students for symptoms. **School close contacts** are allowed to attend school if symptoms do not exist.
- **Household close contacts** will be asked to follow the guidance provided by the NDDoH. Please see the [factsheet for people who are contacts to someone with COVID-19](#). Contact the ND Hotline at 1-866-207-2880 with any additional questions or concerns about COVID-19.

- Families will receive letters from the NDDoH in the event of a positive case or if they have been determined a household close contact or a close contact outside of school. Please reference next steps in the letter.
- Schools will be contacted by the NDDoH if students or staff are positive for COVID-19 or if they are considered a close contact in any case.

Steps for learning if a student is COVID-19 positive or a quarantined close contact

- Teachers will be notified of students who will be absent due to a positive COVID-19 test or if they have been determined a close contact and will need to quarantine.
- Teachers will reach out to parents/guardians and provide information on how instruction will be delivered. Parents/guardians are encouraged to be proactive and communicate with the teachers as well.
 - Teachers have the discretion to determine how instruction will be delivered and will communicate that to families in a timely manner.

Steps if a student or staff member becomes sick at school or school event

- Student
 - Direct/escort student to the office
 - The student shall be provided a face mask or covering
 - Isolated in the Nurse's Room with supervision
 - Parent/guardian contacted to pick up their student
- Staff
 - Inform administration immediately and wear a face mask or covering
 - Leave the school building and consult with health care professional

Return to school

- When a student or staff member has been isolated or quarantined as directed by the NDDoH, they can return to school only after being cleared by the NDDoH

Operational Guidance

BLUE/GREEN	
Priorities:	<ul style="list-style-type: none">• Ensure students and staff stay home if they are symptomatic• Implement accommodations to reduce school-wide and community spread
Schoolwide Practices:	<ul style="list-style-type: none">• Social distancing where possible• School building routinely cleaned and disinfected according to CDC guidelines, with specific focus on high touch/traffic areas• Handwashing throughout the day• Hand sanitizer available throughout each building• Support and train parents on use of technology tools and online curricular resources
School Building:	<ul style="list-style-type: none">• Protective measures will be implemented in office spaces• School events, assemblies, and gatherings may be changed or cancelled• Access to the building may be limited and new protocols may be in place
Classrooms:	<ul style="list-style-type: none">• Students will be issued technology devices and trained how to access online learning resources• Limited use of shared materials and supplies• Desks and seating arranged to allow for social distancing where possible• Staff and students working in close proximity will be encouraged to wear a face mask or covering
Common Areas:	<ul style="list-style-type: none">• Students will be encouraged to limit exposure with other students when possible while moving around the building• Schedules may be altered to reduce traffic in common areas• Lunch seating may be adjusted to allow for social distancing where possible in the cafeteria
Extra-curricular Activities:	<ul style="list-style-type: none">• Guidance and directives from the NDHSAA and other governing boards will be used to guide all extra-curricular activities
Communication:	<ul style="list-style-type: none">• HMB will share information through all calls, the HMB website, HMB app, SMS, email, and social media

Operational Guidance

YELLOW	
Priorities:	<ul style="list-style-type: none"> • Ensure students and staff stay home if they are symptomatic • Implement accommodations to reduce school-wide and community spread • Maximize social distancing where possible • Support Hybrid Instructional Model
Schoolwide Practices:	<ul style="list-style-type: none"> • Based on identified COVID-19 cases of students and/or staff, targeted closures may be implemented (classroom, grade, etc.) • Social distancing where possible • School building routinely cleaned and disinfected according to CDC guidelines, with specific focus on high touch/traffic areas • Handwashing throughout the day • Hand sanitizer available throughout each building • Support and train parents on use of technology tools and online curricular resources
School Building:	<ul style="list-style-type: none"> • Protective measures will be implemented in office spaces • School events, assemblies, and gatherings may be changed or cancelled • Access to the building may be limited and new protocols may be in place
Classrooms:	<ul style="list-style-type: none"> • Students may be learning in the Hybrid Instructional Model • Students will be expected to engage in learning opportunities in the online tool chosen in the Hybrid Instructional Model • Students will be issued technology devices and trained how to access online learning resources • Limited use of shared materials and supplies • Desks and seating arranged to allow for social distancing where possible • Staff and students working in close proximity will be encouraged to wear a face mask or covering
Common Areas:	<ul style="list-style-type: none"> • Students will be encouraged to limit exposure with other students when possible while moving around the building • Schedules may be altered to reduce traffic in common areas • Lunch seating may be adjusted to allow for social distancing where possible in the cafeteria
Extra-curricular Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide all extra-curricular activities
Communication:	<ul style="list-style-type: none"> • HMB will share information through all calls, the HMB website, HMB app, SMS, email, and social media • Share technology support resources for parents

Operational Guidance

ORANGE/RED	
Priorities:	<ul style="list-style-type: none">• Reduce the risk of community spread by closing schools
Schoolwide Practices:	<ul style="list-style-type: none">• Online/distant instruction will be used district wide in all courses offered at all grade levels• Instruction will focus on essential learning targets• Attendance and academic progress will be expected• Grading policies will not be suspended• Implement internet access to support distance learning for those who may not have access in their homes• Local food distribution may be implemented by food service programs
School Building:	<ul style="list-style-type: none">• Closed to the general public• Small group meetings or instruction may be allowed, specifically for students with special needs or in need of academic interventions
Classrooms:	<ul style="list-style-type: none">• Students will be issued technology devices and trained how to access online learning resources• Students will engage in learning at their home• Students will be expected to engage in learning opportunities in the online tool chosen in the Hybrid Instructional Model• Teachers are expected to make direct student/family contact at least one time per week
Extra-curricular Activities:	<ul style="list-style-type: none">• Guidance and directives from the NDHSAA and other governing boards will be used to guide all extra-curricular activities• All extra-curricular activities will likely be suspended
Communication:	<ul style="list-style-type: none">• HMB will share information through all calls, the HMB website, HMB app, SMS, email, and social media

***This is a fluid document. This document is subject to change based on CDC and NDDOH recommendations and guidelines. All changes will be board approved.**

Roles and Responsibilities

Role	Responsibility
Superintendent	<ul style="list-style-type: none"> • Point of Contact for NDDoH & Emmons County Public Health for all COVID related inquiries • Provide training to staff on the Health and Safety and Learning Plans
PK-12 Principal	<ul style="list-style-type: none"> • Ensure the Health & Safety and Learning Plans are followed through by staff and students
Emmons County Public Health Representative	<ul style="list-style-type: none"> • Provide direction to the superintendent for the health and safety plan, to ensure best practices are being followed • Contact superintendent with any COVID related items and updates that directly affect HMB Public School, students and staff
Teachers/Staff	<ul style="list-style-type: none"> • Follow the Health & Safety and Learning Plans • Provide training to students on Health & Safety Plan • Reinforce the Health & Safety and Learning Plans with students • Stay home if showing symptoms of illness
Food Service	<ul style="list-style-type: none"> • Follow the Health & Safety and Learning Plans • Reinforce the Health & Safety and Learning Plans with students • In the event of distance learning, update written plan for food services and submit updates to the superintendent
Parents/Guardians	<ul style="list-style-type: none"> • Help by reinforcing the Health & Safety and Learning Plans at home • Reinforce safe and healthy practices at home • Keep children home if showing symptoms of sickness (see attached checklist) • Report confirmed sickness or positive COVID-19 to school as soon as possible
Students	<ul style="list-style-type: none"> • Follow the Health & Safety and Learning Plans • Stay home if showing symptoms of illness
HMB Safety Plan Committee	<ul style="list-style-type: none"> • Scott Baumiller, School Board President • Holter Bridwell, Student • Tracy Bridwell, Parent • Lisa Edholm-Moch, Emmons County Health • LuCinda Haak, Teacher • Tracy Hanzal, Superintendent • Elise Larson, Teacher • Tad Larson, Principal • Josh Malard, Facilities/Transportation Manager • Renae Malard, Business Manager • Heather Nieuwsma, Teacher • Kristin Schick, Parent • Summer Schick, Former Student • Cindy Schmidt, School Board Vice President • Debbie Schmitcke, Administrative Assistant • Jillian Schmitcke, Teacher • Danlyn Vander Wal, Teacher • Cassandra Werlinger, Teacher

BEFORE SCHOOL!

Parents are asked to review this daily health checklist by answering these questions before sending their child to school.
(Parents do not need to send the questionnaire to school)

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes____ No____

Does your child have a new or worsening shortness of breath?

Yes____ No____

Does your child have new or worsening cough?

Yes____ No____

Does your child have a fever of 100.4 or greater?

Yes____ No____

Does your child have chills?

Yes____ No____

Does your child have a sore throat?

Yes____ No____

Does your child have a new loss of taste or smell?

Yes____ No____



If **YES** to any of the questions **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.

COVID-19: What's the Difference Between Physical Distancing, Quarantine and Isolation?

	PHYSICAL DISTANCING	QUARANTINE	ISOLATION
Who is it for?	People who haven't been exposed to the virus or are not aware of exposure to the virus.	People who don't currently have symptoms of the virus but were exposed to the virus.	People who are already sick from the virus.
What is it?	A precautionary measure used to help prevent the spread of the virus.	A prevention strategy used to monitor people who were exposed to the virus for a period of time to see if they become ill.	A prevention strategy used to separate people who are sick with the virus from healthy people.
Where does it take place?	Takes place outside the home in public places like grocery stores and work environments.	Takes place in a home setting.	Can take place in a home when medical attention is not required. Takes place in a hospital when medical care is required.
When do I use it?	At all times until further directed by the ND Department of Health.	If you have recently traveled internationally or have known exposure to the virus.	If you have tested positive or have symptoms and have not yet obtained a test.
How long is it for?	At all times until further directed by the ND Department of Health.	14 days after your last exposure. Once your quarantine period has ended, if you do not have symptoms, you may return to your normal routine.	A minimum of 10 days from the beginning of symptoms and 24 hours after your fever is gone without the use of fever-reducing medicine and other symptoms have significantly improved.
What does this mean for my daily life?	<ul style="list-style-type: none"> • Avoid large gatherings. • Stay 6-feet away from people. • If you are unable to stay 6-feet away from other people, wear a cloth face covering. • Call or video-chat with friends or loved ones, particularly those that are elderly or have underlying health conditions that places them at high-risk. • If possible, work from home. • Practice good hygiene and avoid shaking hands or touching your face. • If you become ill and need medical attention, call your health care provider. 	<ul style="list-style-type: none"> • Stay at home and avoid close contact with others. • Do not attend school, work or any other setting where you cannot maintain a 6-foot distance from other people. • Call or video-chat loved ones. • For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. • Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often. • Monitor your symptoms. If you become ill and need medical attention, call your health care provider. 	<ul style="list-style-type: none"> • Do not leave your home unless it is in an emergency. If you are in a home with others, stay in a "sick" room by yourself and, if possible, do not share a bathroom. • If you have a pet and live with others, do not touch your pet. • For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. Try to stock up for the duration of the isolation. • Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often. • If a caregiver cleans your room or bathroom, they should wear a mask and wait as long as possible after you've used the bathroom. • Contact your health care provider immediately if you experience severe symptoms.