



McGregor Public Schools

August 2021



2021-2022 Safe Return to In-Person Learning Plan

McGregor Public Schools is committed to providing a safe and healthy workplace for all our staff, students, guests and visitors. To ensure we have a safe and healthy workplace, the district has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. All employees are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our employees. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our workplaces.

The COVID-19 Preparedness Plan is administered by the Superintendent or his designee, who maintains the overall authority and responsibility for the plan. However, all employees are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan.

Our students and employees are the District's most important assets. McGregor is serious about safety and health and protecting its stakeholders. Public engagement is essential in developing and implementing a successful plan. This COVID-19 Plan follows the guidance developed by the state of Minnesota, which aligns with guidance and information provided by the Centers for Disease Control and Prevention (CDC), Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. The industry guidance addresses:

1. ensuring sick employees and students stay home and prompt identification and isolation of sick persons;
2. social distancing – employees and students are encouraged to remain at least three to six feet apart wherever possible;
3. student and employee hygiene and source controls;
4. workplace building and ventilation protocol;
5. workplace cleaning and disinfection protocol; and
6. ensuring employees are afforded their appropriate regulatory rights under federal and state laws;
7. communications and training practices and protocol.

Protocols are updated as new guidance is provided by the CDC, MDH, MDE and OSHA standards related to COVID-19.

McGregor Schools has reviewed and incorporated the industry guidance applicable to our business provided by the state of Minnesota for the development of this plan, including the following MDH and MDE guidance related to school openings. Other conditions and circumstances included in the industry guidance and addressed in the plan that are specific to our business include:

1. protocols for guests and visitors;
2. additional protections and protocols for personal protective equipment (PPE);
3. additional protections and protocol for sanitation and hygiene;
4. additional protections and protocols for hand washing;
5. additional protections and protocol for distancing and barriers;
6. additional protections and protocol for access to district buildings and work assignment;

Health Screening, Isolation and Quarantine

MCGREGOR families and employees must self-monitor for signs and symptoms of COVID-19 prior to coming to school or riding buses. Policies and procedures have been implemented to assess worker, customer, and other visitor health status prior to entering the business and for workers to report when they are sick or experiencing symptoms.

The school district will follow the [MDH Decision Tree](#) when a positive case is identified or when a person is symptomatic. This will be shared with families and staff at the beginning of the school year.

As guidance is revised, information will be updated accordingly. Human resources and health services will coordinate the notification of the appropriate agencies and/or employees if they have been exposed to a person with COVID-19 at their workplace and require them to quarantine for the required amount of time.

In addition, MCGREGOR adheres to all federal and state regulations and laws to protect the privacy of student and employee health status and information.

Employees

1. A [self-assessment](#) is encouraged to be used by each employee before entering school grounds
2. Contact the School Nurse immediately if :
 - a. You are experiencing symptoms as described in the self-assessment;
 - b. You have received a positive COVID-19 test; or
 - c. You have known exposure to COVID-19.
3. Employee notifications of confirmed COVID-19 case exposure will follow MDH guidance.
4. Employees should not report to work until cleared to do so.

[If You Are Sick: COVID-19](#)

McGregor Public Schools will follow contractual leave policies allowing employees to stay at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. The district will act in accordance with the Family Medical Leave Act (“FMLA”), the Families First Coronavirus Relief Act (“FFCRA”) and the Americans with Disabilities Act. (“ADA”). Accommodations for employees with underlying medical conditions, or those who have household members with underlying health conditions, have been implemented in accordance with the ADA.

Students

1. A [self-assessment](#) is required for each student before entering school grounds or school transportation by the student, parent or caregiver.
2. Students must stay home if indicated by the self-assessment.
3. Parents, caregivers and students must contact the School Nurse immediately if :
 - a. You are experiencing symptoms as described in the self-assessment;
 - b. You have received a positive COVID-19 test; or
 - c. You have known exposure to COVID-19.
4. Parents or caregivers must contact their school office immediately to report absences for students who are experiencing symptoms as described in the self-assessment.
5. Student notifications of confirmed COVID-19 case exposure will follow MDH guidance.

Visitors

1. A [self-assessment](#) is required to be used for each visitor entering school grounds.
2. Visitors who are experiencing symptoms as described in the [self-assessment](#) are not to enter a building and should contact their medical professional for further direction.
3. Visitors may continue to be limited based on regional, state and federal recommendations.

Quarantine

McGregor Public Schools has also implemented a policy consistent with MDH guidance for identifying and communicating with students, families and employees who may have been exposed to COVID-19 at McGregor Schools. McGregor Public Schools will follow best practices in relation to contact tracing and quarantine as defined by MDH.

1. Students and employees **who have been FULLY vaccinated** do not need to stay home even if they have had recent close contact with a confirmed case so long as they remain asymptomatic and do not test positive.
2. Individuals **who are NOT fully vaccinated** and returning to in-person school, sports, or extracurricular activities (and their families) should get tested regularly.
3. Individuals **who are NOT fully vaccinated**, who can maintain 3 feet of social distance, may not have to quarantine if they have a recent close contact with a confirmed case.

All symptomatic individuals need to stay home from school regardless of vaccination status.

Hand Hygiene Practices and Basic Prevention Measures

Infection prevention measures are being implemented in our schools at all times. McGregor Public Schools has implemented a policy to provide instruction, signage, facilities, and supplies to encourage regular hand washing and sanitizing. This policy is consistent with [MDH: Hand Hygiene](#)

1. Employees are required to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the restroom.
2. All students and visitors to McGregor Public Schools will be required to wash or sanitize their hands prior to or immediately upon entering the facility.
3. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and high traffic locations throughout the school so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.
4. Employees, students and visitors will have access to hand sanitizer either through self-administration or adult supervisor for younger individuals.

Respiratory Etiquette

Employees, students and visitors will be instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hands. Employees, students and visitors are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all workers and other persons entering the workplace.

Face Coverings

McGregor Public Schools will review [CDC](#), [MDH](#), and [MDE](#) guidance regarding face covering requirements for K-12 Schools. McGregor Schools will review and adjust the face covering requirements as guidance changes or local data requires.

1. Face coverings will be **recommended**, but not required, for all students, staff and visitors to district facilities.
2. Face coverings will be **recommended**, but not required, for all individuals who are not fully vaccinated.

3. Face coverings **are required** on all public transportation, for all passengers and drivers, including school buses per [federal mandate](#).

Universal and correct wearing of masks will be communicated, promoted and available.

Social Distancing

Social distancing of at least three to six feet will be encouraged between employees, students and visitors who have not been fully vaccinated in the workplace through administrative controls noted below.

Classrooms

1. Classroom seating will be configured with maximum allowable space between students.
2. Instructional plans will be created to limit the sharing of materials, limit shared equipment and maintain appropriate social distancing as possible.

Drinking Fountains

Drinking fountain access may be limited based on guidelines from MDH. Bottle-filling stations will be accessible and students will be encouraged to bring refillable bottles to school.

Hallways/Common Spaces

Where appropriate, visual cues to encourage traffic flow and spacing will be implemented throughout the building.

Outdoor Recess

1. Outside recess and physical education will be encouraged.
2. Students will be encouraged to wash or sanitize their hands before and after using playground equipment.

Materials/Meals

District food service and purchasing departments have established material and food procedures that meet the requirements of MDH, FDA and social distancing guidelines.

Appropriate Accommodations

Appropriate accommodations for children with disabilities with respect to health and safety policies have been provided. To learn more, parents/guardians should contact his/her child's case manager.

Vaccinations

Vaccination information provided by the Centers for Disease Control, Minnesota Department of Health and local public health officials will be communicated to families. In addition, the district will continue to serve as a possible vaccination site for those interested in receiving a vaccination.

Students and employees who have been fully vaccinated do not need to stay home even if they have had recent close contact with a confirmed case so long as they remain asymptomatic and do not test positive.

Coordination with State and Local Public Health

McGregor Public Schools will continue to coordinate and implement plans with state and local public health officials.

Cleaning and Disinfecting

Infection control practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, delivery vehicles and areas in the school environment, including restrooms, break rooms, lunch rooms, meeting rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting will be conducted in high-touch areas. Property Services will provide employees with supplies to clean and disinfect classroom and office spaces.

Employees will be required to do the following:

1. Clean and sanitize their workstation area including keyboards, touch screens, mouse, arm and wrist rests, telephone receivers, desktops, windowsills, and additional office furniture.
2. Employees using the copy machines must use alcohol wipes on the common touch surfaces after use.
3. Common areas, such as conference rooms, will be stocked with wipes and/or cleaning supplies to use prior to and after use.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product. The maximum amount of fresh air is being brought into the workplace, air recirculation is being limited and ventilation systems are being properly used and maintained. Steps are also being taken to minimize airflow blowing across people.

This policy is consistent with [CDC: Cleaning Your Facility](#) and the U.S. Environmental Protection Agency's (EPA) List N for products that meet EPA's criteria for use against SARS-CoV-2.

The following measures will be implemented within district transportation:

1. Buses and vans will be disinfected following each route with special attention to high touch areas. [Cleaning and Disinfection for Non-emergency Transport Vehicles](#)
2. Additional ventilation will be provided where possible from partially opening windows and/or roof hatches as conditions permit.

Indoor Facilities, Utilities, and Ventilation

McGregor Public Schools has evaluated the operational capacity of indoor ventilation systems and implemented a plan to increase and maintain ventilation provided throughout indoor spaces. Standards were implemented to maximize outside air intake, to reduce contaminants, minimize recirculation, whenever possible, while maintaining indoor air conditions. In the absence of effective mechanical ventilation, steps were taken to increase natural ventilation as much as possible, including opening windows when possible and safe. Actions taken are consistent with applicable Stay Safe Industry guidance, and the district consulted the resources in applicable industry guidance and others, as necessary, in implementing this plan.

Communication and Training

The Safe Return to In-Person Learning Plan, as well as changes to the plan, will be posted at the McGregor Website for all stakeholders to review and provide feedback. Training related to COVID-19 is continuous and delivered by individual departments based on state and federal guidance. Additional communication and training will be ongoing by utilizing the District email system to all employees and students. The district will also maintain a COVID-19 Incident Command Team (ICT) who will meet as needed. This team will also work with health services to identify building level administration to provide communication and training to each building.

Additional information will be communicated to all employees, students and visitors, about protections and protocols, including:

1. social distancing protocols and practices;
2. material and meals;
3. practices for hand hygiene and respiratory etiquette; and
4. recommendations or requirements regarding the use of masks, face-coverings and/or face-shields.
5. Employees, students and visitors will also be advised not to enter the workplace if they are experiencing symptoms or have recently tested positive for COVID-19.

Appendix A – Guidance for developing a COVID-19 Preparedness Plan

General	
Centers for Disease Control and Prevention (CDC)	Coronavirus (COVID-19) Guidelines for Schools Best Practice Recommendations for COVID-19 Prevention in Schools for the 2021-22 School Year (PDF)
Minnesota Department of Health (MDH)	Coronavirus
State of Minnesota:	COVID-19 response
Businesses	
Centers for Disease Control and Prevention (CDC)	Resources for businesses and employers General business frequently asked questions Building/business ventilation
Minnesota Department of Health (MDH)	Businesses and employers: COVID-19 MDH home screening tool Materials for businesses and employers
Minnesota Department of Employment and Economic Development (DEED)	COVID-19 information and resources
Minnesota Department of Labor and Industry	Updates related to COVID-19

(DLI)	Worker Protections related to COVID-19
Federal OSHA	OSHA Protecting Workers: Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace
Handwashing	
Minnesota Department of Health (MDH)	Handwashing video translated into multiple languages
Respiratory Etiquette: Cough/Sneeze	
Centers for Disease Control and Prevention (CDC)	Prevent getting sick Etiquette when coughing/sneezing
Minnesota Department of Health (MDH)	Prevention
Social Distancing	
Centers for Disease Control and Prevention (CDC)	Social Distancing Guidance
Minnesota Department of Health (MDH)	Diseases- Guidance
Cleaning, Disinfecting, and Ventilation	
Centers for Disease Control and Prevention (CDC)	Disinfecting Prevent getting sick Cleaning/Disinfecting
Environmental Protection Agency (EPA)	Use of disinfectants
Employees exhibiting signs of COVID-19	
Centers for Disease Control and Prevention (CDC)	What to do if you are sick?
Minnesota Department of Health (MDH)	Diseases- Guidance MDH home screening tool Return to work
State of Minnesota	Should I get tested?
Training	
Centers for Disease Control and Prevention (CDC)	Community Guidance
Minnesota Department of Health (MDH)	Diseases- Guidance
Federal OSHA	OSHA 3990

Vaccinations

Minnesota Department of Health

[Vaccination Toolkit](#)
[Vaccine Connector](#)

Mental Health Resources

State and Local Resources

[Minnesota Association for Children's Mental Health - COVID Resources](#)
[Minnesota Association for Children's Mental Health - Trauma Resources](#)
[Riverwood Healthcare Center](#)
[Aitkin County Health](#)