



2021-2022 Safe Return to In-Person Learning Plan and ESSER III Application *for* Lake Park Audubon Schools

Safe Return to In-Person Learning Plan and ESSER III Application:

Lake Park Audubon 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, Lake Park Audubon Schools has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Lake Park Audubon Schools 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, 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. Lake Park Audubon Schools' administrators, managers, and supervisors have the District's full support in enforcing the provisions of this plan.

Our students and employees are the District's most important assets. Lake Park Audubon Schools is serious about safety and health and protecting its stakeholders. Public engagement is essential in developing and implementing a successful plan. We have involved stakeholders in the development and implementation of our plan and continue to solicit and welcome public input. Lake Park Audubon School's COVID-19 Plan follows the industry 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:

- ensuring sick employees and students stay home and prompt identification and isolation of sick persons;
- ensuring employees are afforded their appropriate regulatory rights under federal and state laws;
- social distancing – employees and students are encouraged to remain at least three to six feet apart if not fully vaccinated;
- employee and student hygiene and source controls;
- workplace building and ventilation protocol;
- workplace cleaning and disinfection protocol; and
- 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.

Lake Park Audubon 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 is specific to our business include:

- protocols for guests and visitors;
- additional protections and protocols for personal protective equipment (PPE);
- additional protections and protocol for access and assignment;
- additional protections and protocol for sanitation and hygiene;
- additional protections and protocols for work clothes and handwashing;
- additional protections and protocol for distancing and barriers;

Ensure sick employees and students stay home and prompt identification and isolation of sick persons

Employees and students have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. Procedures described below have been communicated and implemented to assess employee and students' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms.

Lake Park Audubon Schools adheres to all federal and state regulations and laws to protect the privacy of employee and student health status and health information.

Employees

1. A [self-assessment](#) is encouraged to be used by each employee before entering school grounds
2. Employees who are experiencing symptoms as described in the self-assessment or for whom a temperature screen indicates a needed response must contact their supervisor immediately and should not report to work until cleared to do so.
3. Staff notifications of confirmed COVID-19 case exposure will follow MDH guidance.

Lake Park Audubon Schools has implemented leave policies that promote employees staying 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 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 encouraged to be used for each student before entering school grounds or school transportation by the student, parent, or caregiver.
2. Students exhibiting symptoms must be absent from school until symptoms meet the return to school standards.
3. Parents of students who test positive for COVID-19 must contact the school Health Services office immediately upon learning of the test results.
4. Parents must contact their school attendance line 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 encouraged 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 Lake Park Audubon Schools building and should contact their medical professional for further direction.

Face Coverings

All employees, students, and visitors who are not fully vaccinated are encouraged to wear face coverings, but it is not required by a district mandate.

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 as seen fit without disturbing the learning experience (i.e. small group instruction; intervention).
2. Instructional plans will be created to limit the sharing of digital materials, limit shared equipment, and maintain appropriate social distancing as able.

Hallways

1. Drinking fountain access has been limited based on guidelines. Bottle-filling stations will be accessible, and students will be encouraged to bring refillable bottles to school.

Common Spaces

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

Outdoor Recess

1. Students will be encouraged to wash or sanitize their hands before and after using playground equipment.

Employee, student, and visitor hygiene and source controls

Basic infection prevention measures are being implemented at our workplaces at all times. Employees are encouraged 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, before any mealtimes, and after using the restroom. All employees, students, and visitors to a District building are asked to wash or sanitize their hands before or immediately upon entering the facility. Hand sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and locations in the Lake Park Audubon School buildings so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Source controls are available in all District buildings.

Employees, students, and visitors who are not fully vaccinated are encouraged to wear masks.

Employees, students, and visitors are being 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.

- Employee and student workstations will be cleaned regularly.
- Employees, students, and visitors will have access to hand sanitizer either through self-administration or adult supervisor for younger individuals.
- The borrowing or sharing of any items will be discouraged.
- The use of reusable water bottles will be encouraged.
- The District's food service department will implement processes as recommended by MDH, FDA, and MDE.

Workplace building and ventilation protocol

Operation of the building in which employees and students are located, includes necessary sanitation, assessment, and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation, and air conditioning (HVAC) systems. Steps are being taken to increase ventilation when students and staff are present.

- Outside recess is encouraged for elementary students
- Outside gym time is encouraged for elementary and secondary students

Workplace cleaning and disinfection protocol

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, vehicles, and areas in the work environment, including restrooms, offices, break rooms, lunchrooms, meeting rooms, classrooms, locker rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting is being conducted of high-touch areas, including phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, credit card readers, delivery equipment, etc. Appropriate and effective cleaning and disinfecting 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. Increased daily cleaning protocols will be instituted at all facilities with an emphasis on repeated cleaning of high-touch/high-traffic areas.

- Disinfectant is available so that cleaning can occur throughout the day.
- Procedures have been developed for cleaning and sanitizing shared objects and equipment. Any contaminated area will be closed until proper cleaning and disinfection has been completed according to CDC and OSHA guidelines. Extensive, deep cleaning of all Lake Park Audubon Schools facilities is being completed this summer.

Drop-off, pick-up, and delivery practices and protocol

The District has implemented procedures related to the drop-off and pick-up of students before, during, and after the school day. Transportation Services has developed procedures addressing the transportation of students on busses following guidance from MDH and MDE.

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 concerning 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 Minnesota Department of Health and local public health officials will be communicated to families.

Coordination with State / Local Public Health

Lake Park Audubon School Officials will continue to coordinate and implement plans with State and local public health officials.

Communications and training practices and protocol

The COVID-19 Plan, as well as changes to the plan, have been and remain posted at www.lakeparkaudubon.com for all stakeholders to review and provide feedback. Training related to COVID-19 is continuous and delivered by individual departments based on guidance from the CDC, MDH, FDA, and MDE. Additional communication and training will be ongoing by utilizing the District email system to all employees and students.

Additional information will be communicated to all employees, students and visitors, about protections and protocols, including 1) social distancing protocols and practices; 2) material/meals; 3) practices for hygiene and respiratory etiquette; and 4) recommendations or requirements regarding the use of masks, face-coverings and/or face-shields.

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. Administrators, managers, and supervisors are expected to monitor how effective the program has been implemented and report discrepancies to the Superintendent and Health Services Departments. All administrators, managers, supervisors, and staff are to take an active role and collaborate in carrying out the various aspects of this plan and update the protections, protocols, work practices, and training as necessary. This COVID-19 Preparedness Plan has been certified by the Lake Park Audubon Schools Superintendent and Leadership Team.

ESSER III Application Information and Plan:

The American Rescue Plan (ARP) Act includes money for the Elementary and Secondary School Emergency Relief Fund (ESSER). The third round is known as ESSER III. These funds are used for such things as efforts to address the academic impact of lost instructional time during the 2020-2021 school year and for COVID-19 pandemic response purposes.

Lake Park Audubon Schools remains committed to stakeholder engagement, and has appreciated feedback throughout the last year, which has included opportunities to engage at public board

meetings, information shared in district-wide communications, and surveys distributed to families and staff. ESSER III funds will be used to fill gaps and allow for full implementation of the Learning Recovery Plan.

If you have any questions or would like to comment on this plan, please contact the individuals below via email or phone to provide your public comment during the feedback period that closes on July 18, 2021.

Contact Information

District: Lake Park Audubon Schools ISD #2889


Contact Name: Dr. Timothy Godfrey, Superintendent
tgodfrey@lpa.k12.mn.us
218-325-0754

 7-28-21

Becky Mitchell Date

School Board President

Lake Park Audubon Public Schools

 7-27-21

Dr. Tim Godfrey Date

Superintendent

Lake Park Audubon Public Schools

Appendix A – Guidance for developing a COVID-19 Plan

General

- Centers for Disease Control and Prevention (CDC): Coronavirus (COVID-19) – www.cdc.gov/coronavirus/2019-nCoV
- Minnesota Department of Health (MDH): Coronavirus – www.health.state.mn.us/diseases/coronavirus
- State of Minnesota: COVID-19 response – <https://mn.gov/covid19>

Businesses

- CDC: Resources for businesses and employers – www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html
- CDC: General business frequently asked questions – www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html
- CDC: Building/business ventilation – www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html
- MDH: Businesses and employers: COVID-19 – www.health.state.mn.us/diseases/coronavirus/businesses.html
- MDH: Health screening checklist – www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf
- MDH: Materials for businesses and employers – www.health.state.mn.us/diseases/coronavirus/materials
- Minnesota Department of Employment and Economic Development (DEED): COVID-19 information and resources – <https://mn.gov/deed/newscenter/covid/>
- Minnesota Department of Labor and Industry (DLI): Updates related to COVID-19 – www.dli.mn.gov/updates
- Federal OSHA – www.osha.gov

Handwashing

- MDH: Handwashing video translated into multiple languages – www.youtube.com/watch?v=LdQuPGVcceg

Respiratory etiquette: Cover your cough or sneeze

- CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html
- CDC: www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html
- MDH: www.health.state.mn.us/diseases/coronavirus/prevention.html

Social distancing

- CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html
- MDH: www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping

- CDC: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html
- CDC: www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html
- CDC: www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

- Environmental Protection Agency (EPA): www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Employees exhibiting signs and symptoms of COVID-19

- CDC: www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html
- MDH: www.health.state.mn.us/diseases/coronavirus/basics.html
- MDH: www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf
- MDH: www.health.state.mn.us/diseases/coronavirus/returntowork.pdf
- State of Minnesota: <https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>

Training

- CDC: www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html
- Federal OSHA: www.osha.gov/Publications/OSHA3990.pdf
- MDH: www.health.state.mn.us/diseases/coronavirus/about.pdf