



USD 239 Reopening Plan 2020-2021

This plan aims to outline the steps that every USD 239 staff member and student should take to reduce the risk of exposure to COVID-19. The plan describes how to prevent student and staff exposure to coronavirus, protective measures to be taken in the classroom, personal protective equipment, and work practice controls to be used, cleaning and disinfecting procedures, and the protocol for if a staff member or student becomes sick.

USD 239 North Ottawa County Public Schools take the health and safety of our employees very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, we all must remain vigilant in mitigating the outbreak. This is particularly true for the education setting, which is crucial in reopening and keeping schools open during this Declared National Emergency. (COVID-19 Planning Considerations, n.d.) In order to be safe and maintain operations, we have developed this COVID-19 Exposure Prevention, Preparedness, and Response Plan to be implemented throughout the School District and all of our classrooms.

This plan is subject to change based on federal, state, and local mandates.

Health -

We are asking every one of our employees to help with our prevention efforts while at work. In order to minimize the spread of COVID-19 at our schools, we all must play our part. As set forth below, the district has instituted various housekeeping, social distancing, and other best practices at our schools.

All employees, students, and visitors must follow these. In addition, employees are expected to report to their principals if they are experiencing signs or symptoms of COVID-19, as described below.

KSDE, KDHE and the CDC have provided the following control and preventive guidance to all staff and students, regardless of exposure risk:

- All teachers, staff, students, and visitors are required to wear appropriate PPE (masks) when inside the school building. Everyone will also have their temperature checked upon entry. This is in accordance with Kansas Executive Order 20-59.
 - Exemptions will be made for:
 - Eating
 - Outdoors and socially distanced
 - Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering
 - Doctor’s note must be on record in the office

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- Three PPE reusable masks will be provided to staff members and students by the Cubbackers, Lionbackers, and USD 239 for this purpose. Students and staff are welcome to wear their own personal PPE mask.
 - According to the State of Kansas Executive Order 20-59, a “mask or other face-covering” means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is simply wrapped around the lower face. A mask or other face-covering can be made of a variety of synthetic and natural fabrics, including cotton, silk, or linen. Ideally, a mask or other face-covering has two or more layers. A mask or other face-covering may be factory-made, sewn by hand, or can be improvised from household items such as scarfs, bandanas, t-shirts, sweatshirts, or towels.”
 - Staff and students are responsible for cleaning personal masks.
 - According to the CDC, masks are safe to wash in a standard washing machine with other laundry. They should be cleaned on a regular basis.
 - Masks should be labeled with the owner’s name to avoid confusion
 - On the first day of school, students will be provided with a disposable mask. Their reusable masks will be distributed later that day.
- Any adult wishing to enter the building will be asked to wear a PPE mask and have their temperature checked before allowed admission.
 - Visitors should schedule appointments in advance and remain outside the facility until the appointment time/contact.
 - All visitors will be asked the following questions. Unless the answer is “no” to all questions, the visitor will not be allowed in.
 - Do you have a temperature over 100.4?
 - Do you have symptoms of fever and cough? Shortness of breath?
 - Have you visited any of the restricted travel advisory locations on the KDHE list within the last fourteen days?
 - Have you had close contact with anyone in the past fourteen days who has been diagnosed with COVID-19?
- Mask Exemptions: Any person entering the building must wear a mask unless they have a health exemption that is verified with a physician’s note.
- Any students who are entering the building late (after 8 a.m.) must enter through the office.
- Student temperatures will be checked prior to entering the building with touchless thermometers.
 - Students will have their temperature checked once in the morning, once before lunch, and once before an athletic practice.
 - If a student has a temperature of 100 degrees or above they will be sent to Nurse Tammy for further evaluation.
 - Any adult wishing to enter the building will have their temperature checked before allowed admission.
- Frequently wash your hands with soap and water for at least twenty seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes coverage for coughs and sneezes.
- Avoid close contact with people who are sick.

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- Teachers with cloth furniture must place a plastic cover over cloth furniture if they wish to keep it in their classroom.
- Water fountains will only be used to refill reusable water bottles.
- Supplies, such as pencils, notebooks, markers, etc, should not be shared.
- Dental Hygiene at MGS/MJSHS will be canceled until further notice.

In addition, employees and parents must familiarize themselves with the symptoms of COVID-19:

- The most common symptoms of COVID-19 are fever and lower respiratory symptoms including coughing, shortness of breath or difficulty breathing. However, there are many other symptoms that may be associated with COVID-19 including chills, fatigue, muscle aches or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. The elderly and people with underlying medical problems such as high blood pressure, heart problems or diabetes, or chronic respiratory conditions, are at a greater risk of serious illness from COVID-19.

If you develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, **DO NOT COME TO THE SCHOOL** and call your healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, call your healthcare provider right away.

If parents/guardians have ANY questions or concerns, they may call Nurse Tammy at 785-392-4120 from 6:00 a.m. to 9:00 p.m

School Cleaning and Disinfecting:

The district has instituted regular housekeeping practices, which includes cleaning and disinfecting frequently used supplies, devices and equipment, and other elements of the work environment, where possible. Employees should regularly do the same in their assigned work areas.

- Classrooms and break/lunchroom areas will be cleaned at least once per day. Desks will be cleaned at the conclusion of class instruction.
- Conduct targeted and more frequent cleaning of high-touch surfaces of shared spaces (e.g., tables and chairs, railings, door handles).
- Custodial staff will disinfect each room at the end of each school day with a Clorox bleach solution.
- While building level custodial staff will assist in cleaning, it is the responsibility of everyone to help disinfect between classes and activities.
- Vehicles, buses, and equipment/tools should be cleaned at least once per day and before a change in operator or rider.

Cleaning Materials:

Based on recommendations from the CDC and the county health department, the district will utilize:

- Soap and water
 - 3% Hydrogen Peroxide solution
 - 75% ethyl alcohol and water in wipe form
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Attendance Center Exposure Situations:

These situations are subject to change based on the county health department's recommendations

USD 239 is dedicated to protecting all students and staff to the highest degree possible during infectious outbreaks. Decisions regarding the isolation and quarantine protocol for district staff with confirmed or suspected COVID-19 should be made in the context of local circumstances based on guidance from the Centers of Disease Control (CDC). USD 239 will work with the Ottawa County Health Department and the Ottawa County Health Officer in order to ensure proper compliance with current Isolation and Quarantine guidelines.

- **Employee or Student Exhibiting COVID-19 Symptoms**
 - Quarantine criteria for staff with confirmed, presumed (symptomatic) or suspected (two or more COVID symptoms, but not tested) COVID-19
 - Exclude from work until:
 - At least 10 days have passed since symptom onset AND
 - 72 hours after symptom resolution WHICHEVER IS LONGER (a lingering cough does not indicate infectivity)
 - Quarantine criteria for asymptomatic cases
 - Exclude from work until:
 - At least 10 days have passed since the date that the sample was collected AND
 - No symptoms have developed
 - If symptoms develop during the 10-day isolation period, then follow criteria for symptomatic confirmed cases with a new isolation period starting the day that symptoms began
 - Quarantine criteria for close contact (*i.e.* household contact) of a confirmed COVID case (asymptomatic)
 - Exclude from work until:
 - The end of the mandatory 14-day quarantine period. This period begins after the person is last exposed to the positive case.
 - Travel related quarantine (as defined by the KDHE travel-related quarantine list)
 - Exclude from work until:
 - The end of the mandatory 14-day quarantine period. This period begins on the day that the employee returns to Kansas

***If a staff member was never tested for COVID-19 but have an alternate diagnosis (e.g., tested positive for influenza), criteria for return to work will be based on the specific diagnosis

- **Employee or Student Tests Positive for COVID-19**
 - A Person Under Investigation (PUI) is someone who is suspected of having COVID-19 disease. A person who is being tested for COVID-19 is required to be in isolation until test results are received. Possible outcomes of the test result include: 1) If the test result is positive, then the person becomes a case or 2) If the test result is negative and the person

has a known exposure, then the person must finish their 14 day quarantine, or 3) If the test result is negative and there was no known exposure, then the person is released from isolation.

- Symptomatic cases are released from isolation 10 days after symptom onset OR 72 hours fever free without the use of medication and significant improvement in symptoms, whichever is longer. Meaning, symptomatic cases are in isolation for a minimum of 10 days. Asymptomatic cases are released from isolation 10 days after their positive sample was collected, as long as they remain asymptomatic. If they become symptomatic during the 10 days, then they would begin a new isolation period using the criteria for symptomatic cases.
- Close contacts of a confirmed case are in quarantine for 14 days after their last contact with a case while the case was infectious. A symptomatic case is considered infectious starting two days before the onset of their first symptom until they are released from isolation. An asymptomatic case is considered infectious starting two days before the date their positive sample was collected until they are released from isolation.
 - If a student/staff member tests positive for COVID-19, we don't have to shut down school, only that classroom. Expanded quarantine may happen after further investigation depending on movement of the positive case etc....
 - Schools are NOT responsible for contact tracing. If a positive result is reported to the school by family before the OCHD is notified, the nurse/secretary is not responsible to follow up.
 - We will assist the OCHD with contact tracing by providing household contact information to any student/staff. Be aware of the upcoming executive order prohibiting the sharing of information for those students/staff who have opted OUT (signing the consent for opt out). Building secretaries will maintain this list and share any updates with appropriate staff / OCHD, as warranted.
 - HOUSE BILL 20-16 coming in August will state that CONSENT MUST BE GIVEN by the parent/guardian before we can share COVID-19 information with OCHD. KDHE will send sample letters to the District that will give the information as notification which will be our consent YES, UNLESS they sign the NO to consent line. This will go for staff, too.

Defining a Case of COVID-19 Disease and the Infectious Period

- A person is considered a case of COVID-19 disease if they have tested positive for the SARS-CoV-2 virus by a diagnostic test (PCR or antigen). Based on what we currently know, a case is considered infectious two days prior to the onset of symptoms through at least 10 days after the onset of symptoms. For cases that do not have symptoms, the infectious period is considered as two days prior to the date the sample was collected through a minimum of 10 days from the date the sample was collected. Cases must remain in isolation until they have met the criteria for release from isolation set by KDHE or the local health department (See Appendix C: Isolation and Quarantine Release graphic).

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Defining a Close Contact

- A close contact is someone who has been within 6 feet of a case for 10 minutes or more or had direct contact with bodily secretions (for example, being coughed or sneezed on). Any students or staff that maintained a 6-foot distance from the positive case would not be considered close contacts and would therefore not be subject to the 14-day quarantine period.
- If the positive case, or close contacts, or both, wore cloth face masks at all times this reduces the risk of developing COVID-19 disease. However, the use of cloth facemasks does not eliminate the risk completely; therefore, close contacts would still be subject to a 14-day quarantine. Any close contacts that wore appropriate PPE, either a fit-tested N95 mask with protective eyewear or a surgical mask with a face shield, would not be considered close contacts.
- The time period for close contact tracing includes any day(s) the positive student or staff attended school and the preceding 48 hours prior to symptom onset (symptomatic cases) or the preceding 48 hours prior to sample collection (asymptomatic cases).

Employee or Student Has Close Contact with a Tested Positive COVID-19 Individual

- Throughout the school year. Implementation of a plan will be determined by recommendations from the Kansas State Department of Education (KSDE), school leadership, and the Ottawa County Health Official and Department. Each plan was handcrafted by a select group of educators and administrators. Plans were based on suggestions and recommendations from KSDE, CDC, and Kansas COVID Workgroup for Kids (KCWK).

Modified Quarantine Requirements:

These modified quarantine requirements are contingent on the close contacts of a case remaining asymptomatic. Students and staff who have had an exposure but remain asymptomatic should adhere to the following practices prior to and during the school day:

- Transportation: Students and staff on modified quarantine should not commute to school with anyone that is not also on modified quarantine.
- Arrival and dismissal times: Students and staff on modified quarantine must arrive and leave school on a staggered schedule without interacting with the general school population.
- Pre-screen: School administrators should measure the quarantined student and staff temperatures and assess symptoms prior to the start of the school day. Ideally, temperature checks should happen before the individual enters the school building. If an infrared device is used to check temperature, accuracy may be an issue so anyone measuring 99.0° F or higher should receive a more accurate temperature check and in-depth symptom screening.
- Medical check-in: Quarantined students and staff should check in with medical staff at specified time periods. If the quarantined student or staff becomes sick during the day, they should be sent home immediately. Surfaces in their workspace should be cleaned and disinfected. Anyone who develops illness compatible with COVID-19 during the quarantine period should notify the school nurse or school administration who will work with the local health department to arrange for testing.
- Wear a mask: The quarantined students and staff should wear a face mask/face covering at all times while in the school.

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- Physical separation: The quarantined students and staff should be physically separated from the general school population. All activities, including mealtimes and classes like art and music, should take place within the classroom.
- Bathrooms: The quarantined students and staff must have their own designated bathroom or, if feasible, common bathrooms must be cleaned after a quarantined student or staff have used them.
- School activities: Quarantined students and staff should not participate in any activities that involve interaction with non-quarantined students and staff. This includes before and after school care and all school-related activities.
- Outside of school: Quarantined students and staff should understand that they are still in quarantine outside of the normal school day. Meaning, they should remain at home when not physical in school.

Return to School After Exclusion

- Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of KDHE or the local health department. Currently, those guidelines are:
 - Untested. Persons who have not received a test proving or disproving the presence of SARS CoV-2, the virus that causes COVID-19, but experience symptoms may return if the following conditions are met:
 - Ten (10) calendar days have passed since symptoms first appeared AND
 - Fever free for 72 hours without the use of fever-reducing medicine and other symptoms have improved (for example, when cough or shortness of breath have improved).
 - Whichever criteria are longer. Meaning, a minimum of 10 days.
 - Tested and awaiting results. Persons who are suspected of having COVID-19 disease and are awaiting test results should be isolated at home until test results are received.
 - Positive result.
 - Symptomatic cases may return if the following conditions are met:
 - Ten (10) calendar days have passed since symptoms first appeared AND
 - Fever free for 72 hours without the use of fever-reducing medicine and other symptoms have improved (for example, when cough or shortness of breath have improved)
 - Whichever criteria are longer. Meaning, a minimum of 10 days.
 - Asymptomatic cases may return if the following conditions are met:
 - Ten (10) calendar days have passed since the date sample was collected AND
 - Symptoms have not developed.
 - If symptoms develop during the 10-day isolation period, then follow the above criteria for symptomatic cases with a new isolation period starting from the day symptoms started.
 - Negative result.
 - Known exposure to a COVID-19 case or travel from a location on the KDHE Travel-related Quarantine List People who are identified as close contacts of a COVID-19 case or have traveled from a location on the KDHE Travel-related Quarantine List must be quarantined for 14 days. A negative test result within the 14-day quarantine

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period does not affect the quarantine period and the person must finish their 14-day quarantine.

- No known exposure to a COVID-19 case or travel-related exposure. People who have not been identified as close contact to a COVID-19 case and have not traveled from a location on the KDHE Travel-related Quarantine List may return to work/school

Plan A: In-Person Instruction - Five Days a Week*

Students will attend school Monday through Friday on campus for in-person instruction.

* Families have the freedom to keep their child(ren) home to continue Online Learning. Students will attend their classes via Zoom during the allotted class time. Online learners will be held to the same expectations as the other students. If a family decides to take the Online Learning option, they accept that their child will not be eligible for extra-curricular activities, e.g. sports, FFA, musicals, etc. Online learners may receive a school lunch and pay for the meals will be required based on the qualifications of Free/Reduced/Pay.

Families have until **September 18th** to make a decision. After this date, families may not switch the chosen learning style until the next semester.

- During **Plan A**, school doors will open at 7:45 for non-breakfast students.
 - Breakfast students can arrive at 7:35
 - Bus riders who do not eat breakfast will report to the gym and remain there until 7:45.
 - If students arrive early to work with a teacher, they are required to have a written note from the said teacher.
 - Non-Breakfast students will be required to go directly to homeroom (first-hour classroom).
 - Students will enter the building through designated doors.
 - Temperature checks will be done prior to entering the building (EO-59)
 - Every person will wear masks upon entry of the building.
 - Upon entry, students will be asked to either wash their hands or use a hand sanitizer.
 - Students who have a locker will drop off their book bags and hats/coats/gloves.
 - Students are **not** allowed to bring personal items such as blankets, hats, pillows, etc. to the classroom.
 - Water fountains will only be used to refill reusable water bottles.
 - Supplies, such as pencils, notebooks, markers, rulers, calculators, etc, should not be shared.
- **Daily COVID-19 Mitigation Protocol**
 - Parents are asked to take student temperature and complete a health assessment prior to dropping the student off at school.
 - Does your student have two or more of the following?**:
 - Fever
 - Chills
 - Headache
 - Sore Throat
 - Cough
 - Shortness of Breath
 - Difficulty Breathing
 - Change in Senses Taste or Smell
 - Not Feeling Well
 - Fatigue
 - Muscle or Body Aches

- Congestion or Runny Nose
- Nausea-Vomiting-Diarrhea

If these symptoms are due to allergies- please send a note with your child to give to Nurse Tammy.

- If your child(ren)'s temperature is 100 degrees or above and they exhibit two or more of the symptoms, **do not** send your student(s) to school.
 - CALL your Primary Care Physician (PCP).
 - If you do not have a PCP call the Ottawa County Health Department at 785-392-2822.
- Staff and students will adhere to practicing social distancing and good hygiene.
- Restroom breaks should be restricted to class time, not passing periods.
 - Students will only use the restroom designated to their current classroom.
- Social distancing will be practiced as much as possible.
- Daily snacks should also be restricted to pre-packaged items and will be shelved for 3 to 5 days prior to being served.
- For optional birthday and holiday class snacks, parents are asked to restrict to a pre-packaged option. Additional guests will be limited at this time at the discretion of building administrators.

Instruction:

- In **Plan A**, classes will occur on a daily basis.
 - Online learners will attend classes live via Zoom (4th-12th)
 - These students will have the opportunity to ask questions, work in groups, and engage in lessons.
 - Teachers (2nd-12th) will utilize the program Google Classroom for classroom materials, assignments, and announcements.
 - Parents/Guardians may be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature
 - A Gmail account is not required
 - Teachers (K-1st) will utilize the application SeeSaw for classroom materials, assignments, and announcements.
 - Parents/Guardians will be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature
 - There is also a SeeSaw app available for smartphones
- Recess - “Enforcing physical distancing in an outside playground is difficult and may not be the most effective method of risk mitigation. Emphasis should be placed on cohorting students and limiting the size of groups participating in playground time. Outdoor transmission of the virus is known to be much lower than indoor transmission” (American Academy of Pediatrics). Students will not be required to wear a mask during recess.
- State standards and graduation requirements will not change regardless of in-person or Zoom attendance.
 - Students (7th-12th) attending school via Zoom may take electives through Acellus, an online learning system.
- Zoom policy will be provided through the mail, on the school website, and reviewed with students on the first day of school.

Meals:

- Breakfast - 7:35 a.m.
 - K-6 will eat in the gym and lunchroom
 - 7-12 will eat in the lunchroom
- Grab-n-Go
 - Grab-n-Go will have two locations
 - Students will be required to eat Grab-n-Go in their classrooms.
- Lunch
 - Masks will remain on until students are seated
 - 7-12 will have a hot choice, cold choice, and salad - Sack-lunch style
 - Lunches will be prepared and delivered to the students in the gym.
 - Students will sit in designated areas of the gym to ensure social distancing
 - Once the gym is full, students will eat in designated areas of the lunchroom to ensure social distancing.
 - Weather permitting, outdoor eating will be an option.
 - K-6 will have a hot choice, a cold choice, and salad - Sack-lunch style
 - Students will sit in designated areas of the gym to ensure social distancing
 - Once the gym is full, students will sit in designated areas of the lunchroom/classroom to ensure social distancing.
 - Weather permitting, outdoor eating will be an option.

Bus Transportation:

- All bus riders and the bus driver will wear a mask
- Temperatures will be checked prior to riding (Students will not be allowed to ride the bus if they have a fever over 100 degrees, parents should check at home before sending)
- Students will have assigned seating
- Busses will be cleaned after each route
- Currently, there are no capacity restrictions concerning COVID-19

Plan B: Hybrid- Instruction - Two Days On-Campus/Two Days Online*

(This plan will be utilized if the state or county mandates a gathering restriction of less than 20 (7th-12th) or 15 (K-6)).

Students will be divided into two groups to enforce gathering restrictions. They will alternate between face-to-face instruction and online instruction throughout the week.

* Families have the freedom to keep their child(ren) home for the entire week. Students will attend their classes via Zoom during the allotted class time. Online learners will be held to the same expectations as the other students. If a family decides to take the Stay-At-Home option, they accept that their child will not be eligible for extra-curricular activities, e.g. sports, FFA, musicals, etc. Online learners may receive a school lunch and pay for the meals will be required based on the qualifications of Free/Reduced/Pay.

- During **Plan B**, school doors will open at 7:45 for non-breakfast students.
 - Breakfast students can arrive at 7:35

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- Bus riders who do not eat breakfast will report to the gym and remain there until 7:45.
 - If students arrive early to work with a teacher, they are required to have a written note from the said teacher.
 - Non-Breakfast students will be required to go directly to homeroom (first-hour classroom).
 - Students will enter the building through designated doors.
 - Every person will wear masks upon entry of the building
 - Upon entry, students will be asked to either wash their hands or use a hand sanitizer.
 - Students who have a locker will drop off their book bags and hats/coats/gloves.
 - Students are **not** allowed to bring personal items such as blankets, hats, pillows, etc. to the classroom.
 - Water fountains will only be used to refill reusable water bottles.
 - Supplies, such as pencils, notebooks, markers, rulers, calculators, etc, should not be shared.
 - **Daily COVID-19 Mitigation Protocol**
 - Parents are asked to take student temperature and complete a health assessment prior to dropping the student off at school.
 - Does your student have two or more of the following**:
 - Fever
 - Chills
 - Headache
 - Sore Throat
 - Cough
 - Shortness of Breath
 - Difficulty Breathing
 - Change in Taste or Smell
 - Not Feeling Well
 - Fatigue
 - Muscle or Body Aches
 - Congestion or Runny Nose
 - Nausea-Vomiting-Diarrhea
- **If these symptoms are due to allergies- please send a note with your child to give to Nurse Tammy.***
 - If your child(ren)'s temperature is 100 degrees or above and they exhibit two or more of the symptoms, **do not** send your student(s) to school.
 - CALL your Primary Care Physician (PCP).
 - If you do not have a PCP call the Ottawa County Health Department at 785-392-2822.
- Staff and students will adhere to practicing wearing PPE masks, social distancing, and good hygiene. This includes following the requirements of the Kansas Executive Order 20-59.
- Restroom breaks should be restricted to class time, not passing periods.
 - Students will only use the restroom designated to their current classroom.
- Social distancing will be practiced as much as possible.

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- Daily snacks should also be restricted to pre-packaged items and will be shelved for 3 to 5 days prior to being served.
- For optional birthday and holiday class snacks, parents are asked to restrict to a pre-packaged option. Additional guests will be limited at this time at the discretion of building administrators.

Instruction (MJSHS):

- During Plan B, students are split into two groups, Group 1 and Group 2, to accommodate gathering restrictions.
 - On Monday and Tuesday, Group 1 will come to the school for in-person instruction. Group 2 will attend these classes through a live Zoom session.
 - On Wednesday and Thursday, Group 2 will come to the school for in-person instruction. Group 1 will attend these classes through a live Zoom session.
 - On Friday, students who are on the ACE list (not maintaining a “C” in all classes) will attend school to receive help in the courses where they are struggling.
 - Non-ACE students can still work with a teacher or come into work on a project on Friday as long as it is scheduled in advance and social distancing is practiced.
 - Students with an IEP can still work with their Special Education teacher as long as it is scheduled in advance and social distancing is practiced.
 - Each student will check-in with their mentor teacher via Zoom from 8:15-9:00.
- Teachers (7th-12th) will utilize the program Google Classroom for classroom materials, assignments, and announcements.
 - Parents/Guardians may be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature.
 - A Gmail account is not required.
- Students will attend electives while on campus.
 - Social Distancing must be maintained.
 - Band and Vocal will need twelve feet of social distance.
- Expectations of student work and attendance will remain the same as if students were attending on campus five days a week.
- Teachers (2nd-12th) will utilize the program Google Classroom for classroom materials, assignments, and announcements.
 - Parents/Guardians may be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature
 - A Gmail account is not required

Attendance/Absences:

- In order for a student to be excused for an absence (both in-class or virtually), a parent/guardian must contact the school.
 - If the school doesn’t receive a call, the student will be marked as an unexcused absence.
 - Truancy laws will apply
- Students are expected to sign into their designated Zoom meetings prior to the start of a class period.
- Cameras must be turned on in order to be counted for attendance.
 - Students are expected to remain on the screen for the entire duration of the class.

- If a student needs to be excused to use the restroom, etc, they must communicate with the teacher first.

Instruction (MGS):

- During **Plan B**, students are split into two groups, Group 1 and Group 2, to accommodate gathering restrictions.
 - On Monday and Tuesday, Group 1 will come to the school for in-person instruction. Group 2 will attend these classes through virtual instruction.
 - On Wednesday and Thursday, Group 2 will come to the school for in-person instruction. Group 1 will attend these classes through virtual instruction.
 - Students will attend school twice a week in person and attend two days via Zoom if needed.
 - 4th-6th Zoom will be live and instruction from the teacher will be with classmates who are attending in the building.
 - K-3rd will not have live Zoom meetings for instruction; however, they will have scheduled Zoom meetings for check-ins on Friday (as needed M-Th).
 - Attendance will be monitored through online practice/assignments.
 - Students who need extra help from the classroom teacher will have an opportunity to come in on Friday.
- Teachers (2nd-6th) will utilize the program Google Classroom for classroom materials, assignments, and announcements.
 - Parents/Guardians may be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature.
 - A Gmail account is not required.
- Teachers (K-1st) will utilize the program SeeSaw for classroom materials, assignments, and announcements.
 - Parents/Guardians will be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature
 - There is also a SeeSaw app available for smartphones
- K-6 students who are tier 2 or tier 3 can be scheduled to come in and receive extra help from Title teachers or paras on the students’ day not scheduled to be in the classroom.
- Students will attend PE, Vocal, and Band while in the school.
 - Social Distancing must be maintained.
- Recess - “Enforcing physical distancing in an outside playground is difficult and may not be the most effective method of risk mitigation. Emphasis should be placed on cohorting students and limiting the size of groups participating in playground time. Outdoor transmission of the virus is known to be much lower than indoor transmission” (American Academy of Pediatrics). Students will not be required to wear a mask at recess.

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- In order for a student to be excused for an absence (both in-class or virtually), a parent/guardian must contact the school.
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- Cameras must be turned on in order to be counted for attendance.
 - Students are expected to remain on the screen for the entire duration of the class.
 - If a student needs to be excused to use the restroom, etc, they must communicate with the teacher first.

Meals:

- Breakfast - 7:35 a.m.
 - K-6 will eat in the gym and lunchroom
 - 7-12 will eat in the lunchroom
- Grab-n-Go
 - Grab-n-Go will have two locations
 - Students will be required to eat Grab-n-Go in their classrooms.
- Lunch
 - Masks will remain on until students are seated
 - 7-12 will have a hot choice, cold choice, and salad - Sack-lunch style
 - Lunches will be prepared and delivered to the students in the gym.
 - Students will sit in designated areas of the gym to ensure social distancing
 - Once the gym is full, students will eat in designated areas of the lunchroom to ensure social distancing.
 - Weather permitting, outdoor eating will be an option.
 - K-6 will have a hot choice, a cold choice, and salad - Sack-lunch style
 - Students will seat in designated areas of the gym to ensure social distancing
 - Once the gym is full, students will sit in designated areas of the lunchroom/classroom to ensure social distancing.
 - Weather permitting, outdoor eating will be an option.

Bus Transportation: - Stoney

- All bus riders and the bus driver will wear a mask
- Temperatures will be checked prior to riding (Students will not be allowed to ride the bus if they have a fever over 100 degrees, parents should check at home before sending)
- Busses will be cleaned after each route
- Students will be assigned seats and spread out.

Plan C: Full Online-Instruction

(This plan will be utilized if the state or county mandates school building closure.)

During **Plan C**, students will attend all classes virtually.

Instruction (MJSHS):

- All students will attend their core classes (English, math, science, social studies) through live Zoom sessions.
- Elective classes instruction will be through live Zoom sessions or through Acellus, an online learning system.
 - This will be based on the teacher's preference.

DRAFT

- Students who are on the ACE list (not maintaining a “C”) are required to attend virtual school on Friday to receive help in the courses where they are struggling.
 - Non-ACE students can still work virtually with a teacher on Friday as long as it is scheduled in advance.
 - Students with an IEP can still work virtually with their Special Education teacher as long as it is scheduled in advance and social distancing is practiced.
 - Each student will check-in with their mentor teacher via Zoom from 8:15-9:00.
- Teachers (7th-12th) will utilize the program Google Classroom for classroom materials, assignments, and announcements.
 - Parents/Guardians may be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature
 - A Gmail account is not required

Attendance/Absences:

- In order for a student to be excused for an absence, a parent/guardian must contact the school.
 - If the school doesn’t receive a call, the student will be marked with an unexcused absence.
 - Truancy laws will apply
- Students are expected to sign into their designated Zoom meetings prior to the start of a class period.
- Cameras must be turned on in order to be counted for attendance.
 - Students are expected to remain on the screen for the entire duration of the class.
 - If a student needs to be excused to use the restroom, etc, they must communicate with the teacher first.

Instruction (MGS):

- Grades 4th-6th will attend classes through live Zoom sessions.
- K-3rd will have live Zoom meetings for scheduled check-ins.
- K-6 students who are tier 2 or tier 3 will receive extra help from Title teachers or paras through Zoom.
- Teachers (2nd-6th) will utilize the program Google Classroom for classroom materials, assignments, and announcements.
 - Parents/Guardians may be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature.
 - A Gmail account is not required.
- Teachers (K-1st) will utilize the program SeeSaw for classroom materials, assignments, and announcements.
 - Parents/Guardians will be added as a “guardian” to supervise their student’s work.
 - A working email address is required for this feature
 - There is also a SeeSaw app available for smartphones

Attendance/Absences:

- In order for a student to be excused for an absence, a parent/guardian must contact the school.
 - If the school doesn’t receive a call, the student will receive an unexcused absence.
 - Truancy laws will apply

DRAFT

- Students are expected to sign into their designated Zoom meetings prior to the start of a class period.
- Cameras must be turned on in order to be counted for attendance.
 - Students are expected to remain on the screen for the entire duration of the class.
 - If a student needs to be excused to use the restroom, etc, they must communicate with the teacher first.
- K-3rd attendance will be monitored through online practice/assignments.
 - Teachers will provide parents/guardians with weekly online reports

Meals:

- Lunch/Breakfast
 - Students may have the opportunity to have meals provided during **Plan C**.
 - Normal district meal fees will still apply towards meals provided
 - Lunch Distribution Plan of Spring 2020 shutdown will be used.
-

MGS Music

*Students will wear a mask in vocal music when they are in the classroom and if they have music outside and social distance at least six feet then a mask will not be required.

MGS Band

*Classes will be broken down into smaller groups to accommodate a minimum of 6' distancing.

*Students will be seated 6' apart (trombone players will be seated 9' apart) and will not share music stands.

*Students will have individual instruments and materials - materials will not be shared.

*Any shared percussion equipment will be sanitized in between use.

*Students will store instruments on provided shelving in the room and will take personal materials back with them to the classroom (i.e. band books and music).

*Students will wear their masks when entering the classroom and will keep them on until they are situated in their assigned seat. The instructor will notify students when it is ok to remove masks.

*Instrument cases will be situated next to the student's assigned seat.

*Students will be instructed to put masks back on at the end of class and will exit the classroom in a manner that supports 6' distancing.

**Instrument "masks" and students' masks made for playing wind instruments may become required depending on national health recommendations and availability.

MJSHS-Vocal

*Masks will be worn while singing and students will be spread out 6' apart.

MJSHS-Band

*Depending on enrollment numbers, students will either be broken into smaller groups or a larger facility may be utilized to accommodate a minimum of 6' distancing.

*Students will be seated 6' apart (trombone players will be seated 9' apart) and will not share music stands.

DRAFT

- *Students will have individual instruments and materials - materials will not be shared.
- *Any shared percussion equipment will be sanitized in between use.
- *Students will store instruments on provided shelving in the room and will take personal materials back with them to the classroom (i.e. band books and music).
- *Students will wear their masks when entering the classroom and will keep them on until they are situated in their assigned seat. The instructor will notify students when it is ok to remove masks.
- *Instrument cases will be situated next to the student's assigned seat.
- *Students will be instructed to put masks back on at the end of class and will exit the classroom in a manner that supports 6' distancing.

**Instrument "masks" and students' masks made for playing wind instruments may become required depending on national health recommendations and availability.

MJSHS Weights

- *If possible students will not share the weights, if not possible the weights will be cleaned between reps.
- *Equipment will be cleaned in between classes.

K-12 PE

- *Class will be held outside as often as possible
- *Masks will be required when changing into PE clothes. (7-12)
- *Showers will be allowed and showers will be disinfected between each class. (We have equipment that can do this quickly). (7-12)