

2021-2022, 2022-2023 Benton Community School District



Return to Learn Plan update For the 2021-2022 & 2022-2023 school years Aug. 23, 2021

Learning Models - Returning to school

Goals of Returning to School

Benton Community School District
304 1st Street
Van Horne, IA 52346
319-228-8701
www.benton.k12.ia.us

For the 2021-2022 AND the 2022-2023 school years, the Benton Community School District will, as implemented similarly during nearly all of the 2020-2021 school year, **return to in-person, traditional learning.**

Education/Academics

- Benton Community is committed to every student receiving an equitable education— regardless of the learning environment—so all students have the skills, habits, and dispositions to graduate career and college ready.
- Benton Community has been approved to offer an online/in-person Virtual Academy for high school students. Benton Community Students wishing to take advantage of our Virtual Academy must apply through the High School Office. Curriculum is delivered through an online service known as APEX. APEX is fully aligned to the Common Core and Iowa Core. Our course offerings match our “in-person” offerings so a student who joins the Virtual Academy is fully able to rejoin our brick and mortar offerings the following year. Families interested in our Virtual Academy must contact the high school administration.
- Our online Learning Management Systems (LMS) SeeSaw and Schoology, will continue to be utilized as a means for students and parents to communicate with teachers. Learning units, learning tasks, lesson plans, etc... will be shown in the LMS and can be accessed by students and parents.
- **Continuity of Services**

If school is interrupted due to challenges resulting from COVID-19, the school district will continue to provide educational services to ensure that student learning continuous in a consistent and safe manner. Decisions regarding the potential interruption of school services will be made in coordination with Benton Community School Board, Benton Co. Public Health, Iowa Department of Public Health, and Iowa Department of Education.

If school is not able to be held on a daily basis, the district will transition to one of our Hybrid models of learning online. The Hybrid models are described in this handbook on pages 19-25.

If COVID-19 reaches a level that school cannot be held in-person, the district will transition to a fully online model of learning. Students will access their learning through their school-assigned devices.

Social-Emotional Health - Students will continue to have access to our school counselors and our Tanager Therapists. These supports will continue regardless of which Hybrid Tier the district is utilizing.

Transportation/School Buses

- Implementation of a new bus attendance and communication system.

- *As of today, a federal executive CDC order remains in place that requires masks on public transportation, including school buses. We are waiting for further guidance on this topic and will communicate our next steps to students and parents very soon.

Technology & Communication

- All students will have a mobile device for learning at school and home. K-3rd grade students will primarily use their mobile devices in the classrooms. 4th - 12th-grade students are able to take their mobile devices home at the end of the school day to continue their learning and school work.
- Our school district will communicate with our students, parents, and staff using a new streamlined communication system through mobile devices and online strategies. Our new website and mobile App is Apptegy/Thrillshare. This system can “push” out communications to our students and parents as well as announcements. Parents, students, staff and patrons can download our school App to their mobile devices and computers to stay connected with our school district.
- The school district implemented a new telephone system to meet the communication needs with students, staff, parents and community.

Don't miss any updates from Benton Community!

1. Search '**Benton Community Schools**' in your phone's app store and download the app
2. Select '**ALLOW**' when prompted on initial download to ensure you receive notifications
3. Open the app, and navigate to the bottom menu then tap '**SETTINGS**'
4. Ensure your settings are turned on and your organization is selected



- New signage was added to our buildings and grounds to aide in communication and access to our school buildings.

Facility Use

- Facility use will resume the practice of opening facilities to use by outside groups for the 2021-22 school year. Visit the following link for additional information on Benton Community facility use and rentals - Policies 905.1 - 905.4:
<https://drive.google.com/file/d/1NyYiTDzQrfZ4F-TyQvzj2XCt332x2i4E/view>

Meals

- Meals will be free to all students this year due to special federal funding. Students will eat lunch and breakfast in the school cafeterias. Social distancing guidelines (At least three feet of physical distance between students) will be implemented wherever possible in elementary and at our intermediate school building.

Facility Cleaning

- Daily sanitizing of all areas with disinfectant sprayers and regular cleaning.

Mitigation measures

- Frequent hand washing is encouraged and multiple hand washing/sanitizing stations are available throughout all buildings.
- Cough/sneeze etiquette will be reviewed and reminders shared as needed.
- Some social distancing and spacing will take place when necessary and possible.
- After Open House, we will limit parents and volunteers into the buildings unless an appointment is made.

COVID-19 Information

- The Iowa Department of Public Health (IDPH) guidance and update for Fall 2021:
 - i. Masks must be optional for students, teachers, visitors
 - ii. IDPH has adjusted COVID-19 surveillance to follow the influenza model
 - iii. IDPH is not currently issuing isolation and quarantine orders for COVID-19 positive or COVID-19 exposed individuals.
 - iv. Local Public Health departments cannot require schools to perform case investigations or contact tracing. School nurses do have a legal authority to assist a local board of health in a disease investigation.
 - v. Schools should allow students, teachers, other staff members, and visitors who want to voluntarily continue to wear a cloth face covering for reasons that make sense for their family or individual health condition to do so.
 - vi. HF 889 prohibits the mandatory disclosure of whether a person has received a COVID-19 vaccination as a condition for entry onto the premises of a governmental entity.
- Illness

- i. COVID-19 positive persons can return to normal activities after:
 1. 10 days since symptoms first appeared and
 2. 24 hours with no fever without the use of fever-reducing medications and
 3. Other symptoms of COVID-19 are improving*
 - a. *loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation
 4. All other sick students, teachers, or other staff members should stay home in accordance with existing school procedures, generally until 24 hours after their symptoms resolve.
- o If the pandemic or other situations cause us to move to all virtual learning, our students will be able to continue to access and engage in their learning with our teachers and staff using our online Learning Management Systems (LMS) SeeSaw and Schoology.
- o Face masks are not required this year but are optional if students, parents, or staff wish to wear one. We cannot mandate employees, students, or members of the public to wear a facial covering for any purpose while in a school building or on school property.
- o *As of today, a federal executive CDC order remains in place that requires masks on public transportation, including school buses. We are waiting for further guidance on this topic and will communicate our next steps to students and parents very soon.
- o The Iowa Department of Public Health (IDPH) guidance requires schools to report when >10% of students are absent due to illness. Public Health will contact our school to provide best practices and support tailored to the specific type of illnesses being reported.

8/13/21 - Communication to Parents, staff, and students

We are excited for the 2021-2022 school year and look forward to a great year. Thank you in advance for sharing your children with us! It is a privilege to spend educational time with your children and we want you to know how much we appreciate the opportunity to spend quality learning experiences with them during our school year.

As COVID-19 and variant cases continue, we wanted to share with you the mitigation strategies and plans for the 2021-2022 school year.

Face Masks

- Face masks are not required this year but are optional if students, parents, or staff wish to wear one. We cannot mandate employees, students, or members of the public to wear a facial covering for any purpose while in a school building or on school property.
- As of today, a federal executive CDC order remains in place that requires masks on public transportation, including school buses. We are waiting for further guidance on this topic and will communicate our next steps to students and parents very soon.

Additional Mitigation Strategies

- Frequent hand washing is encouraged and multiple hand washing/sanitizing stations are available throughout all buildings.
- Cough/sneeze etiquette will be reviewed and reminders shared as needed.
- Daily sanitizing of all areas with disinfectant sprayers and regular cleaning.
- Some social distancing and spacing will take place when necessary and possible.
- After Open House, we will limit parents and volunteers into the buildings unless an appointment is made.

We will operate as normal in regard to illnesses and contagious illnesses. Please have your student stay home when feeling ill and work with your school nurse on the next steps. Please do not send them back to school until fully recovered from an illness.

The Iowa Department of Public Health in conjunction with the Iowa Department of Human Services announced updated isolation and quarantine guidelines for students including:

- Exposed students should no longer be required to stay home, regardless of mask usage when not exhibiting symptoms.
- Parents/guardians of exposed students will be given information around exposure to COVID-19 in order to make their own informed decisions regarding risk.
- COVID-19 positive and symptomatic students will still be excluded from school for the duration of their isolation period (10 days from symptom onset or 10 days from test collection if asymptomatic).

As the health and safety of all students and staff remain a priority, we will continue to monitor the local health situation and communicate any updates or modifications as necessary.

Benton CSD

District Action Plan/Goal

2021-22

<i>Continuous Growth</i>	<i>Educational Excellence</i>	<i>Caring/Belonging</i>	<i>Teamwork</i>
Teachers will have access to high-quality learning opportunities focused on Social-Emotional Behavioral Health (SEBH) and Assessment & Data-Based Decision Making.	Teachers will engage in data analysis processes to support accelerated student growth through the implementation of the Multi-Tiered System of Supports (MTSS). This will occur across content areas.	Teachers will learn and implement structures that support a welcoming, engaging, and optimistic learning experience for students.	Teachers will collaborate with other members of the school community to implement MTSS.
<p>As a result, 100% of students will...</p> <ul style="list-style-type: none"> ● Learn in a safe and caring environment. ● Grow in each content area through data-driven instruction and the implementation of MTSS structures. ● Achieve proficiency in foundational literacy skills and achieve a year's growth in the area of reading comprehension. 			

Former Plan from 2020-2021

2020-2021

Return to Learn Plan & Learning Models



BENTON
COMMUNITY SCHOOLS

Return-to-Learn Plans

2020-2021

BRICK & MORTAR	In this model, students are provided educational services onsite in traditional brick & mortar locations. No at home learning is offered. This would be our ideal state in the absence of a pandemic.
HYBRID - TIER 1 <i>Beginning Aug. 24</i>	In this model, the majority of our students are learning at the brick & mortar locations. Due to health and safety concerns, families may choose to engage in remote learning experiences.
HYBRID - TIER 2	In this model, students would be placed in an A or B cohort to support a 50% capacity limit. Half of the students would be learning at the brick & mortar locations and half at home with live, online, and/or paper/pencil opportunities.
HYBRID - TIER 3	In this model, the majority of our students are learning at home. Specific student groups (IEP, ELL, etc) will be entering the brick & mortar setting. Students who do not attend in-person will have access to instruction through Seesaw/Schoology, Zoom, and/or materials/pick up.
REQUIRED CONTINUOUS LEARNING	In this model, all students are required to participate, attendance is taken, work is graded, and credit is granted. Instruction is provided through Seesaw/Schoology, Zoom, and/or materials/pick up.

*~~August 24~~, September 8, 2020 - May 26, 2021

Revisions - July 13, July 18, Aug. 1, 3, 6, 10, 23, Nov. 28, 2020
Reviewed June 16, 2021

*subject to change

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2021-2022 school year - we will continue school in-person as we did throughout the 2020-2021 school year.

[Link to 2021-2022 School Calendar](#)

Learning Models - Returning to school, August 24, 2020

Goals of Returning to School

2. We are starting school with the goal of having all Benton Community students physically present in the building with the following protocols in place. Benton Community is committed to every student receiving an equitable education— regardless of learning environment—so all students have the skills, habits, and dispositions to graduate career and college ready.
3. The goal of this guidance, in accordance with the guidelines published by the American Academy of Pediatrics, linked here [American Academy of Pediatrics](#), is to create policies for school re-entry that as they say “...foster the overall health of children, adolescents, staff, and communities and are based on available evidence.”
4. Our goal is based on the following information provided by the state of Iowa: Senate File 2310 requires that Return-to-Learn plans provide for in-person instruction and that in-person instruction is presumed. It requires the use of remote learning in certain circumstances and removes legal barriers to use in the 2020-21 school year. But it also prohibits schools from providing instruction primarily through remote learning opportunities without explicit authorization by the governor in a public health disaster emergency proclamation. Additionally, the state of Iowa requires that schools provide on-site (brick and mortar) instruction to our students for at least 50% of the time or more as we begin school in August.
 - *The governor has issued a proclamation authorizing the provision of instruction primarily through remote learning opportunities only if: ● A parent or guardian voluntarily selects the remote learning opportunity; or ● The Department, in consultation with the Department of Public Health, approves of the temporary move to primarily remote learning for an entire building or district because of public health conditions; or ● The school, in consultation with state and local public health, determines that individual students or classrooms must temporarily move to primarily remote learning. Except as authorized in this proclamation, **at least half of all instruction must be provided in-person.***
5. Similarly, our goals are based on recommendations by the American Academy of Pediatrics, “*The importance of in-person learning is well-documented, and there is already evidence of the negative impacts on*

children because of school closures in the spring of 2020. Lengthy-time away from school and associated interruption of supportive services often results in social isolation, making it difficult for schools to identify and address important learning deficits as well as child and adolescent physical or sexual abuse, substance use, depression, and suicidal ideation. This, in turn, places children and adolescents at considerable risk of morbidity and, in some cases, mortality. Beyond the educational impact and social impact of school closures, there has been substantial impact on food security and physical activity for children and families.”

6. We will focus on the following information and react in fluid and flexible manner as new information is available:
 - a. Keeping students and staff physically safe;
 - b. Caring for the social-emotional and mental health needs of students and staff;
 - c. Keeping learning coherent by creating a scope of standards with aligned systems of assessments, bound in units of instruction -- whether learning is in-person, virtual, or physically-distanced;
 - d. Meeting the needs of every student by considering the unique experiences of students and by considering students' families as active partners in learning; and
 - e. Designing flexibility into school schedules, built-environments, protocols, and norms for being together in-person , physically-distanced, and through virtual learning that are appropriate for each age level.
5. Our goal in returning also acknowledges that COVID-19 policies are intended to mitigate, not eliminate, risk. We will work to dramatically reduce those risks through coordinated interventions outlined below.

Parents & Guardians - [Click Here for Frequently Asked Questions](#)

Our Protocols are Based on Following:

Without a vaccine,

- A vaccine is not likely to be in broad use during the next 12-18 months. Benton Community will develop policies that are guided by Benton County Public Health. These policies will support the overall health and well being of all children, adolescents, and their families, as well as staff and community.
- We will teach and reinforce preventative measures including hand washing, coughing and sneezing techniques, and appropriate social spacing when available.



Face Coverings/face masks

- The required use of face coverings/masks under certain conditions will be expected.
 - The following conditions for face coverings and face masks will be in place as of Monday, August 10, 2020. Update as of Sept. 1, 2020 - face masks are now required at all times and all locations. Mask breaks can occur while outdoors, at lunch, and when teachers announce.
 - ~~We will begin the school year by wearing face coverings or face masks by students and staff while in the hallways, in common spaces, on buses, or when physical distancing is not possible. Students and staff may remove masks during instruction if they are able to distance themselves 6 feet from others.~~
 - Face coverings/masks will be distributed to all students and staff. If parents desire for their student to wear a specific face covering/face mask, please adhere to these guidelines:
 - ~~If staff feel they need to require their students to keep face masks on while in the classroom, they will discuss this with their building principal. Additional accommodations can also be made for staff and students.~~
 - Parents, if your student has a condition or situation that poses other health challenges for your student when wearing a face covering or face mask, please contact your school nurse and school principal.
 - For all sports and activities, we will follow the state athletic and fine arts association's recommendations. Update Sept. 1, 2020 - face masks are required at all events and activities. Players on the court or game field do not need to be masked. When they come off of the court or field, they are to put their mask or gator on. Gators must be 2-ply fabric to be considered acceptable.
 - [Face masks and face coverings resource - Iowa Department of Public Health](#)
 - Visitors entering Central Office: Face coverings/face masks are required at Central Office as well as temp checks. If 6' social distancing can occur, employees in the Central Office may remove their masks. However, visitors are required to wear a face covering/face mask or purchase one for \$1.
 - [CDC guidance](#) on wearing of face masks/face coverings in schools
 - Additional resource from [CDC](#)
 - A survey was sent to all parents, students and staff on Aug. 4. The results from our survey is linked [HERE](#). [A message](#) was sent to all parents & guardians Aug. 9, 2020.
 - Considerations and accommodations will be provided for students or staff with specific health needs. Please continue to check your email and our school website at www.benton.k12.ia.us
 - [CDC guidance on face coverings/masks](#)
- Custodial and maintenance staff will frequently clean high-touch surfaces that are needed throughout this period.
 - Evidence suggests that while public physical distancing measures of 6 ft are optimal, new research points to 3 ft being equally effective. Weighing this against the potential downside of remote learning encourages us to attend in person.
 - Adults and Adult Staff contact should be limited. 6 ft separation should be adhered to when possible between Adults. Parents are thus discouraged from entering the building. We will limit visitors into our buildings during the first few months and re-assess.

- Benton County Public Health defines an exposure to COVID-19 as, “If your student was in close proximity (less than 6’ for more than 15 consecutive minutes) to the person who tested positive for COVID-19, AND one or more were NOT wearing acceptable face masks, please contact your healthcare provider for future guidance. Your student will most likely need to quarantine for 14 days from the time of exposure and then be symptom-free 24 hours (without pain-relieving medication) before coming back to school. Your student will move to our online learning with his/her teacher(s). Benton Community uses SeeSaw online learning management for Preschool - 6th grade and Schoology online learning management system for grades 7-12. Please plan to be in touch with your Principal and your child’s teacher(s) as soon as possible to begin required online instruction. We highly recommend COVID-19 testing if your student was in close proximity to a person who tested positive. Please report the results to Benton Co. Public Health and to Benton Community Central Office at 319-228-8701, Melody Spence, Ext. 1505.
 - Additional information from Benton County Public Health
 - The symptoms of COVID-19 are similar to the regular seasonal influenza and include fever, coughing, and shortness of breath. Some have reported additional symptoms, such as a runny nose, sore throat, nausea, lethargy, lack of appetite, vomiting, loss of taste or smell, and diarrhea.
 - Resources and documents from [Benton Co. Public Health](#)
 - [Evaluating Sick Students and Staff](#)
 - [Social Distancing](#)
 - Iowa Department of Public Health
 - [Social Distancing](#)
 - Center for Disease Control
 - [Guidelines for self-quarantine under COVID-19](#)
 - [How to Use a Mask](#)
 - Individuals who need medical care should call their medical provider to report their illness prior to seeking care at a clinic, physician’s office, or hospital. Parents of students exhibiting flu-like symptoms or staff exhibiting flu-like symptoms are asked to contact local health authorities or the State Department of Health.
 - If a student has tested positive or exposed, we will work with the parents and Benton Co. Public Health to determine who needs to quarantine or isolate and for how long.
 - Parents should contact their health care provider for directions and the prescribed decision for testing, quarantine, and/or isolation.
 - Physical barriers, such as windows and plexiglass around reception areas will be implemented.
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PreSchool (ages 3 & 4)

- Update: Sept. 2020
- The required use of face coverings/masks under certain conditions will be expected.

- The following conditions for face coverings and face masks will be in place as of Monday, August 10, 2020. Update as of Sept. 1, 2020 - face masks are now required at all times and all locations. Mask breaks can occur while outdoors, at lunch, and when teachers announce.
- ~~We will begin the school year by wearing face coverings or face masks by students and staff while in the hallways, in common spaces, on buses, or when physical distancing is not possible. Students and staff may remove masks during instruction if they are able to distance themselves 6 feet from others.~~
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- ~~If staff feel they need to require their students to keep face masks on while in the classroom, they will discuss this with their building principal. Additional accommodations can also be made for staff and students.~~
- Parents, if your student has a condition or situation that poses other health challenges for your student when wearing a face covering or face mask, please contact your school nurse and school principal.
- For all sports and activities, we will follow the state athletic and fine arts association's recommendations. Update Sept. 1, 2020 - face masks are required at all events and activities. Players on the court or game field do not need to be masked. When they come off of the court or field, they are to put their mask or gator on. Gators must be 2-ply fabric to be considered acceptable.
- [Face masks and face coverings resource - Iowa Department of Public Health](#)
- ~~The required use of face coverings/masks under certain conditions is under consideration at this time. A survey was sent to all parents, students and staff on Aug. 4. The Administration will make a decision as to whether face coverings/masks will be optional or required for students and staff under certain conditions. If we move to required, we are considering specific conditions as to when face coverings/masks will be required such as in hallways and commons areas. Considerations and accommodations will be provided for students or staff with specific health needs. Please continue to check your email and our school website at www.benton.k12.ia.us~~
 - [CDC guidance on face coverings/masks](#)
- Some type of clip or lanyard may be necessary for the face coverings to remain on the student or near their face during snack or other times of the day when removing the masks is acceptable.



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- Physical distancing is difficult to implement and current research offers insight into low risk. Focus will be on handwashing, Adults maintaining distance from other adults, and Adults being around the same groups the entire time.
- Limit crossover between other classes.
- Utilize outdoor spaces and opportunities.
- Limit unnecessary visitors.

Elementary Schools - Kindergarten - 6th grade

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- Desks placed 3-6 ft apart when feasible.
- Cohort Classes to minimize crossover among children and adults within school.
- Utilize outdoor spaces when possible.

7th -12th Building

Suggestions for physical distancing when feasible.

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 - Particular avoidance of close physical proximity in cases of increased breathing. (Vocal, PE, Band) These should be done outdoors when available or spread out.
 - Desks at least 3 feet to 6 feet apart when feasible.
 - Limit crossover opportunities
 - Limit locker trips. (Carry 2 class periods of supplies at once)
 - Utilize outdoor space.
 - Teachers maintain 6 ft. distance when feasible.
 - Hallway spacing.
 - Alternative morning (arrival) and late afternoon (dismissal) traffic flow patterns and stationing of students may be deployed.
-

School Closure moving to online instruction

All of our school programs will move to On-Line Instruction if the Governor's office or Public Health require our school buildings to be closed for students. School closure may be determined by the Benton Co. Public Health Department, Governor, Iowa Department of Education, Benton Community Superintendent as per the Benton Community School Board.

Learning Model Definitions

- **Brick & Mortar (Fully Brick & Mortar)**
 - This model provides educational services onsite in traditional brick and mortar settings.
- **Hybrid (Brick & Mortar & Online)**
 - This model is a combination of Required Continuous Learning and On-Site Learning Delivery. The methods may be combined by offering some student groups services on-site at different times or choosing which student groups get each delivery method by matching needs.
- **Required Continuous Learning (Fully Online)**
 - Required Continuous Learning ensures that academic work is equivalent in effort and rigor to typical classroom work. All students are required to participate, attendance is taken, work is graded, and credit is granted. Typically, instruction is provided through some type of online learning.

School year - Currently set for *Sept. 8, 2020 - May 26, 2021

*start date revised due to the Aug. 10 storm damage

[Calendar Revised - 10-21-20](#)

Our school calendar has been revised to allow for technical work for teachers, preparing for required online instruction as needed, teacher professional learning, and building sanitizing. Students will attend full days of school on Monday, Tuesday, Thursday and Friday. Wednesday of each week will be a noon dismiss. This time would be used for preparing teachers for online instruction (PD) and for teachers and support staff to engage online with students who are in our Hybrid Tiers. This time will also be used for additional state training such as Health and Safety Modules, COVID procedures, adjusting schedules if we need to use Tier 2 or Tier 3 or school closure and moving into full online teaching. This time would also be analyzing data collected and planning for gap closing instruction. Planning for instruction would include grade level and content plans for students learning at home. Brick & Mortar and At-Home planning will need to include instruction, support, and resources for all core content areas and social, emotional, mental health.

Accelerating Student Learning

Due to the 2019-20 school year COVID19 school closure, students missed approximately 12 weeks of instruction. Accelerating student learning will require teacher teams to identify exactly what unfinished learning needs to be addressed, when and how. Identifying the content knowledge and skills students might struggle with in their current grade level, and filling those potential gaps, "just in time," when the material occurs in the school year. Professional learning time will support the acceleration of student learning in all grade levels and content areas.

When teachers were surveyed at the end of the school year, they cited consistent collaborative time with their teams as the most beneficial structure of support during the closure.

Start of the 2020-2021 school year

On-site brick and mortar Learning & Hybrid Tier 1 Learning Model


This model is on site (brick and mortar) school as well as Hybrid Tier I for families who are in need of this model for the health and safety of their child(ren) due to health compromised situations.

Benton Community has planned for a tiered approach to the hybrid learning model.

Hybrid Tier 1

[Application for Parents](#) to complete for Hybrid Tier I

The majority of Benton Community students are in the school buildings - we are operating under a



Return-to-Learn Plans

2020-2021

BRICK & MORTAR	In this model, students are provided educational services onsite in traditional brick & mortar locations. No at home learning is offered. This would be our ideal state in the absence of a pandemic.
HYBRID - TIER 1 <i>Beginning Aug. 24</i>	In this model, the majority of our students are learning at the brick & mortar locations. Due to health and safety concerns, families may choose to engage in remote learning experiences.
HYBRID - TIER 2	In this model, students would be placed in an A or B cohort to support a 50% capacity limit. Half of the students would be learning at the brick & mortar locations and half at home with live, online, and/or paper/pencil opportunities.
HYBRID - TIER 3	In this model, the majority of our students are learning at home. Specific student groups (IEP, ELL, etc) will be entering the brick & mortar setting. Students who do not attend in-person will have access to instruction through Seesaw/Schoology, Zoom, and/or materials/pick up.
REQUIRED CONTINUOUS LEARNING	In this model, all students are required to participate, attendance is taken, work is graded, and credit is granted. Instruction is provided through Seesaw/Schoology, Zoom, and/or materials/pick up.

typical school day with protocols in place. Students who do not attend in person will have access to online instruction through Seesaw/Schoology, Zoom, and/or materials/pick up. The decision to participate in the learning experience at school or at home needs to be made for the month (by the 25th of each month using our online application process). Flexibility may be allowed for emergency situations. Approval for a mid month change in learning model can be sought from building administrators. (ie: Students are learning at home via online learning, with paper/pencil, live sessions, etc.. The student will remain in this section for the entire month.)

- Some students require blended (attending part-time, online part-time) due to health compromised situations.
- Teachers will provide recorded online instruction which will mostly be in the format of recorded class sessions that are asynchronous (not live, recorded). Paper packets may also be used. Support staff will assist with supporting and connecting with students.
- Parents must complete a report and determine their child's attendance selection (by the 25th of each month, using a Google Form online application.)
- Attendance is taken each day. Students are assessed.

Student Expectations

- Brick & Mortar - 8:15AM - 3:15PM
- At home - 8:15AM - 3:15PM
 - This could include times where students are connected with the classroom (peers and teachers) via Zoom, working on Seesaw/Schoology activities, completing tasks paper/pencil, etc, or/and also include times where the student is expected to complete a task independently. Specific times for live engagement will vary by classroom, learning activities, etc.

Attendance

- Brick & Mortar - Traditional attendance will be taken.
- At home - Attendance will be determined by participation in the online streaming opportunities via Zoom and completion of assignments posted to Seesaw (K-6) and Schoology (7-12). If a student is not joining the Zoom session or not submitting work, we will contact parents to identify barriers.

Certified Staff & Support Staff Expectations

- Staff will report to their primary attendance center for work each day unless directed differently by administration.
- Brick & Mortar - Traditional expectations will be in place for instruction.
- At home - Staff will provide students who are at home instruction via Zoom, the assigned LMS (Learning Management System - Seesaw or Schoology), and/or paper/materials.
- Daily Assignment - Teachers' daily assignment may adjust per direction from building administrator.

Parent Expectations

- Parents will communicate with the school building administrator by the 25th of each month regarding their plan for at-home learning in Hybrid Tier I. The assumption is made that students will be learning at the designated on-site location.
 - Parents must complete the [Application for Tier I](#) each month, by the 25th of the month
- Support student learning at home

- Maintain communication with the school

Hybrid Tier 2

Hybrid Tier 2 is a cohort model that would achieve a population of approximately 50% of our students on-site. This model may be implemented due to a variety of situations: pandemic situation, Governor proclamation, State of Iowa requirements, Benton Co. Public Health recommendation, or other mandates.

- Additional students require blended or online instruction due to health compromised situations, COVID diagnosis, state-mandated or Benton Co. mandated maximum capacity requirements, distancing requirements or a local outbreak.
- Possibly closure of a school building (individual buildings may be closed while others are open depending on the impact of the virus). If this is the case, teachers will report to their classrooms each day and deploy online required instruction for the regular full school day.
- Elementary buildings will move to an Alternative schedule. Secondary building will move to a rotation schedule. Schedules will be developed and sent out.
- Teachers will provide synchronous instruction and asynchronous instruction to students. Most instruction will take place at the same time of the day as the instruction taking place in the school building. Paper packets may also be used. Support staff will assist with supporting and connecting with students.
- Parents will choose for students to enroll for the month fully online or for the brick and mortar hybrid option. Students participating in the brick and mortar hybrid option will report to the physical school building two days per week and engage in virtual learning the other three days. Every Wednesday will be a full virtual school day to allow for school-wide cleaning and sanitation or teacher professional learning and materials preparation.
- Parents must complete a report and determine their child's attendance selection (by the 25th of each month). (using a Google Form application)
- Attendance is taken each day. Students are assessed.

Parents will choose for students to enroll for the month fully at-home or at the brick-and-mortar location. Our current plan is: students participating in the brick-and-mortar location will report to the physical school building two days per week and engage in at-home learning the other three days. At-home instruction will occur through Seesaw/Schoology, Zoom, and/or materials/pick up. Every Wednesday will be a full at-home learning day to allow for school-wide cleaning and sanitation or teacher professional learning and materials preparation.

Elementary

	Monday	Tuesday	Wednesday	Thursday	Friday
Elementary Students Meeting in Person	Cohort A (50% of students report)		Online	Cohort B (50% of students report)	

- The number of students attending the physical building each day will be reduced by half to support safe distancing.
- This schedule would potentially allow us the time and space to bring vulnerable students in for additional in-person support and instruction.

Secondary

Due to enrollment and the capacity of our MS/HS, we are considering a rotating schedule for students to receive a blend of both virtual and in-person instruction. The cohort model being considered is described below.

	Monday	Tuesday	Wednesday	Thursday	Friday
MS Students Meeting in Person	7th	7th	Online	8th	8th
HS Students Meeting in Person	9th, 11th	9th, 11th	Online	10th, 12th	10th, 12th

- The number of students attending the physical building each day will be reduced by half to support safe distancing.
- This schedule would potentially allow us the time and space to bring vulnerable students in for additional in-person support and instruction.

Student Expectations

- Brick & Mortar - 8:15AM - 3:15 PM - Attend school in person during your assigned cohort time. (A or B)

- At home - 8:15AM - 3:15 PM - Attend to virtual learning requirements during your assigned cohort time. (A or B)
 - This could include times where students are connected with the classroom (peers and teachers) via Zoom, working on Seesaw/Schoology activities, completing tasks paper/pencil, etc, and also include times where the student is expected to complete a task independently. Specific times for live engagement will vary by classroom, learning activities, etc.

Attendance

- Brick & Mortar - Traditional attendance will be taken.
- At home - Attendance will be determined by participation in the online streaming opportunities via Zoom and completion of assignments posted to Seesaw (K-6) and Schoology (7-12). If a student is not joining the Zoom session or not submitting work, we will contact parents to identify barriers.

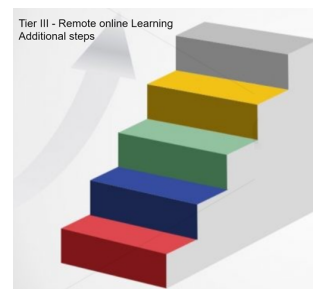
Certified Staff Expectations

- Staff will report to their primary attendance center for work each day unless directed differently by administration.
- Brick & Mortar - Traditional expectations will be in place for instruction.
- At home - Staff will provide students learning online access to content via Zoom, the assigned LMS (Seesaw or Schoology), and/or paper/materials.
- Daily Assignment - Teachers' daily assignment may adjust per direction from building administrator.

Hybrid Tier 3

The majority of students are learning at-home. Specific student groups (IEP, ELL, etc) will have the opportunity to enter the brick & mortar location. Students who do not attend in-person will have access to online instruction through Seesaw/Schoology, Zoom, and/or materials/pick up.

- [Update as of Nov. 23, 2020](#)
 - Step 1
 - We will institute in-building adjustments when staff shortages occur. Such as re-assigning teachers or other support staff as necessary
 - Step 2
 - We will support our students and staff by looking to share other staff from other buildings and adjust where we are able. Parents may be asked to transport their children to school if we are short on bus drivers.
 - Step 3
 - If staff shortages are above our threshold and limit or handicap our ability to function in a basic manner, we will look at closing 1 or more buildings where the absenteeism is the highest or most



negatively impacting education and move that building to remote online learning

- Student absences are high, 10% is IDPH threshold, we will work with Benton Co. public health to determine next steps such as school moving 1 or more buildings to Tier III remote online learning

○ Step 4

- If our thresholds are tapped out and we cease to function at a basic level, we will move to all remote online Tier III again
- One or more of our school buildings are closed to students due to COVID pandemic. Required learning online will be implemented.
- The majority of students are learning at-home. Specific student groups (IEP, ELL, etc) will be entering the Brick & Mortar setting. Students who do not attend in-person will have access to online instruction through Seesaw/Schoology, Zoom, and/or materials/pick up.
- All students in the closed school building will be engaging with teachers for their online instruction.
- Teachers will provide synchronous instruction and asynchronous instruction to students. Most online instruction will occur as the same schedule the student experiences if they were in the building. Paper packets may also be used. Support staff will assist with supporting and connecting with students.
- Teachers will report to their classrooms and teach online for the regular time the school day would have been in session.

Student Expectations

- Brick & Mortar - Times will vary.
 - IEP, ELL, Persistently At-Risk
 - Populations and schedules will be determined by administration and the building team.
- At home - 8:15AM - 3:15PM
 - This could include times where students are connected with the classroom (peers and teachers) via Zoom, working on Seesaw/Schoology activities, completing tasks paper/pencil, etc, and also include times where the student is expected to complete a task independently. Specific times for live engagement will vary by classroom, learning activities, etc.

Attendance

- Brick & Mortar - Traditional attendance will be taken.
- At home - Attendance will be determined by participation in the online streaming opportunities via Zoom and completion of assignments posted to Seesaw (K-6) and Schoology (7-12). If a student is not joining the Zoom session or not submitting work, we will contact parents to identify barriers.

Certified Staff Expectations

- Staff will report to their primary attendance center for work each day unless directed differently by administration.
- Brick & Mortar - Traditional expectations will be in place for instruction.

- At home - Staff will provide students who are at home instruction via Zoom, the assigned LMS (Seesaw or Schoology), and/or paper/materials.
- Daily Assignment - Teachers' daily assignment may adjust per direction from building administrator.

Required Continuous Learning Model

Required Continuous Learning ensures that academic work is equivalent in effort and rigor to typical classroom work. All students are required to participate, attendance is taken, work is graded, and credit is granted. Typically, instruction is provided through Seesaw/Schoology, Zoom, and/or materials/pick up.

Benton Community will utilize Seesaw (PK-6) and Schoology (7-12) to provide resources, content, and assessment to students. Zoom will also be used by teachers to connect with students.

Student Expectations

- Participate in lessons Monday through Thursday
- Seesaw/Schoology, Zoom, and/or paper/pencil materials may be used
- PK - Engage for 2 hours a day in blocks of 15-20 minutes, Connect with Seesaw
- K-2 - Engage for 2 hours a day in blocks of 15-20 minutes, Connect with Seesaw
- 3-6 - Engage in 2 hours a day in blocks of 20-30 minutes, Connect with Seesaw
- 7-12 - Engage for 2 hours a week for each course, Connect with Schoology, Check school email daily

Attendance

- Attendance will be determined by the completion of assignments posted to Seesaw (K-6) and Schoology (7-12) or being turned in via other modes. If a student is not submitting work, we will contact parents to identify barriers.

Certified Staff Expectations

- Staff will report to their primary attendance center for work each day unless directed differently by administration.
- Each teacher will hold office hours each week so students can interact live to ask questions or receive assistance.
- If a teacher is emailed outside of the office hours provided, a reply will be provided within 24 hours.

Outbreak, State Mandates or Department of Public Health Intervention

In the event of a school closure or additional outbreak scenarios, we will need to look at multiple options outside of the previous attendance protocols and mitigation steps. These will be determined and enacted as we meet certain thresholds. Plans at this time are in DRAFT form and may change as time progresses or situations change. Please know that our plans for a more restrictive educational process or environment are fluid and will change.

The Iowa Department of Education has provided guidance for public health metrics regarding transitions to other models of learning. The suggested mitigation strategies that align with current Centers for Disease Control and Prevention (CDC) and IDPH guidance. Additionally, the Iowa Legislature signed several pieces of legislation from the 2020 session that impact Iowa Schools. Many of the newly legislated topics are shown in this document.

Our local (Benton Co. Public Health) uses data to determine the level of community transmission.

Community Transmission Guidance for Schools

*according to Benton Co. Public Health

Community Transmission	Suggested	Return to Learn Model(s)
<p>None to minimal</p> <p>0 - 5% positivity for COVID-19 in county on average over past 14 days</p>	<ul style="list-style-type: none"> ● Stay home if sick or exposed to someone confirmed to have COVID-19 ● Practice frequent hand-washing ● Stay at least 6' from others as much as possible ● Use face coverings when able to do so and correctly ● Maintain frequent cleaning schedule using EPA-approved cleaning products ● Monitor absenteeism among teachers, staff, and students 	<p>On-site (brick and mortar)</p> <p>Hybrid learning Model as necessary based on parent or guardian preference or student quarantine</p>
<p>Minimal to Moderate</p> <p>6-14% positivity in county on average over the past 14 days</p>	<ul style="list-style-type: none"> ● Continue above strategies ● Reduce group events/gatherings ● Limit inter-school interactions ● Ensure student and staff groupings/cohorts are as static as possible and that interactions among groups of students and staff are limited 	<p>On-site (brick and mortar)</p> <p>Hybrid learning Model as necessary based on parent or guardian preference or student quarantine</p>
<p>Substantial Controlled</p> <p>15-20% positivity in a county on average over the past 14 days AND 10% absenteeism among students expected for in-person learning.</p>	<ul style="list-style-type: none"> ● Continue above strategies ● Consider regular health checks for any on-site students/staff if feasible ● Cancel school events/gatherings ● Close communal spaces (e.g., cafeterias, media centers) 	<p>Hybrid Learning as necessary based on student quarantine and parent request.</p> <p>Temporary Continuous/Remote Learning for an entire school building for up to 14 days MAY be required.</p> <p>*only the Department of Education and Public</p>

		Health can make the determination and provide temporary authorization to move to 100% online learning.
Substantial Uncontrolled >20% positivity in a county on aver. over past 14 days with healthcare resource capacity concerns	State and local education and public health officials should work closely together to make decisions on school operations.	Temporary Continuous/Remote Required online Learning for an entire school building or district for up to 14 days MAY be requested: <ul style="list-style-type: none"> ● Superintendent contacts Department of Education ● *same as above

Health and Safety Protocols for Students

Student Health and Safety Protocols - returning to school

Face Coverings/face masks

- The required use of face coverings/masks under certain conditions will be expected.
- The following conditions for face coverings and face masks will be in place as of Monday, August 10, 2020.
- We will begin the school year by wearing face coverings or face masks by students and staff while in the hallways, in common spaces, on buses, or when physical distancing is not possible. Students and staff may remove masks during instruction if they are able to distance themselves 6 feet from others.
- Face coverings/masks will be distributed to all students and staff. If parents desire for their student to wear a specific face covering/face mask that you provide, please adhere to these guidelines:
 - Face mask/covering should fit around the nose & mouth with some type of means to secure around the ears.
 - Please place your child's name on their mask (first name, last name, grade)

- A type of cord, lanyard, or clip (clip to child's shirt) to secure the masks/face covering to the student would be helpful
- Students are NOT to place their masks on lunch tables or classroom tables.
- When 6' social distancing is possible, students can pull down their face masks/face coverings but must keep them on their person or school bag.
- Neck gators are acceptable.
- No use of shirts or sweatshirts as face masks/face covering



- If staff feel they need to require their students to keep face masks on while in the classroom, they will discuss this with their building principal. Additional accommodations can also be made for staff and students.
- Parents, if your student has a condition or situation that poses other health challenges for your student when wearing a face covering or face mask, please contact your school nurse and school principal.
- For all sports and activities, we will follow the state athletic and fine arts association's recommendations. More information to come.
- A survey was sent to all parents, students and staff on Aug. 4. The results from our survey is linked [HERE](#). [A message](#) was sent to all parents & guardians Aug. 9, 2020.
- Considerations and accommodations will be provided for students or staff with specific health needs. Please continue to check your email and our school website at www.benton.k12.ia.us
- [CDC guidance on face coverings/masks](#)
- Before arriving to school
 - Students who wake up at home before school and feel ill, should remain at home. Parents and guardians are to contact the school building where your child attends to report absence.
 - If a student is ill or has been exposed to COVID-19, do not come to school. If you are ill or have a temperature of 100.4°F or above, do not come to school. Contact your medical provider.
 - If no temperature but you have been exposed to COVID-19, contact your medical provider.
 - Contact the school to report a diagnosis of COVID-19 or exposure to COVID-19, follow school protocols for absenteeism.

Determining Symptoms

- The Iowa Department of Education provided the following chart for evaluating sick students and staff:
Students or staff should remain home when sick. Students or staff members with **any** high-risk symptom or two or more low risk symptoms should stay home and are advised to seek an evaluation by a health care provider.

High Risk Symptoms	Low Risk Symptoms
New cough, shortness of breath or difficulty breathing, new loss of taste or smell	Fever, headache, muscle and body aches, fatigue, sore throat, runny nose, congestion, nausea, vomiting, diarrhea

COVID- tests or other diagnosis

Iowa Department of Public Health guidance - [Evaluating Sick Students](#)

[Quarantine & Isolation Guide](#)

- If your child can be evaluated by a Healthcare Provider, we ask parents and guardians to provide us with medical advice from the Healthcare Provider before returning to school if your student continues to exhibit two or more low risk symptoms and any high risk symptoms of COVID-19. See "[Evaluating Sick Students](#)" from IDPH. If you are not able to have your child evaluated by a Healthcare Provider, as per our school protocols and received guidance from Benton Co. Public Health: If your child is symptom free 24 hours after the isolation period of COVID-19 (10 days), no fever, not using fever-reducing medications, he/she may return to school. Additionally, if your student does NOT have COVID-19, he/she may return to school with no fever and symptoms improving.

Negative COVID-19 Test	Alternative Diagnosis	Positive COVID-19 Test
Return to school after 24 hours with no fever (without use of fever-reducing medicine) and symptoms improving.	Return to school after 24 hours with no fever (without use of fever-reducing medicine) and symptoms improving.	Return to school after 24 hours with no fever (without use of fever-reducing medicine) and symptoms improving AND 10 days since symptoms started

Close Contact for COVID-19 Cases

School will	Public Health will
<ul style="list-style-type: none"> ● Notify local public health department ● Identify close contacts and quarantine exposed students and staff ● Notify appropriate school administration, families and staff (without identifying the 	<ul style="list-style-type: none"> ● Recommend quarantine for all household contacts of COVID-19 case ● Work with school to determine which students and staff should be quarantined

COVID case) <ul style="list-style-type: none"> ● Provide Public Health with list of close contacts if permission granted 	
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Quarantine, isolating, testing: Students, Staff

Students	Staff	Individuals Previously Positive
<ul style="list-style-type: none"> ● If no symptoms develop, students can return to school 14 days from their last contact with the COVID-10 case ● If symptoms develop, students should be evaluated by a health care provider. ● If a student tests positive for COVID-19, they should be isolated for 10 days. ● If a student tests negative for COVID-19 but were exposed, they must still complete their 14-day quarantine before returning to school. 	<ul style="list-style-type: none"> ● Staff may be considered critical personnel and can be allowed to return to work if there are staffing shortages as long as they remain asymptomatic. ● Staff should take their temperature and screen for symptoms at the start and end of each day. ● If symptoms develop, they must isolate immediately. 	<ul style="list-style-type: none"> ● Those who have been previously diagnosed positive for COVID-19 within the past 12 weeks, and were exposed to a COVID-19 case, do not need to be quarantined.

If a student is absent due to COVID-19 symptoms or active illness, remain at home in quarantine & recuperation for at least 10 days, contact the child's administrator and teacher for next steps regarding education and instruction.

- Parents will be asked the following questions if a student has been exposed or ill (possibly additional questions):
 - Have you contacted your medical provider? Can you share information with us? What are they recommending? (may need to sign a release of information)
 - Is your child running a fever? For how long?

- Has your child been exposed to someone who has symptoms of COVID, is under quarantine or diagnosed? When?
- Has your child been under quarantine as per your determination or your Healthcare provider? For how long?
- What illness do you suspect your child has or is coming down with?
 - The school may ask for written documentation and orders from a medical health provider before allowing the student(s) back in school (brick and mortar).
 - If this is the case, the student will move to Tier I Hybrid learning model
- Alert Tyler Maschino (tmaschino@benton.k12.ia.us) if the student needs a computer for online required continuous learning at home during their illness with COVID-19.
- If it is noted or reported a student has a temperature or displays illness symptoms upon arrival, the student will be isolated if possible and sent to the nurses office until the parent arrives to take them home. The student will NOT go to class or other areas of the school building.

- School day

- Regular school bus transportation will be offered to students until further notice. Please review bus protocols in this document.
- Buses and school transportation vehicles will be disinfected and cleaned regularly.
- If a parent or guardian elects to transport their own student(s), please contact the school transportation office at 319-228-8426.
- The required use of face coverings/masks under certain conditions is under consideration at this time. A survey was sent to all parents, students and staff on Aug. 4. The Administration will make a decision as to whether face coverings/masks will be optional or required for students and staff under certain conditions. If we move to required, we are considering specific conditions as to when face coverings/masks will be required such as in hallways and commons areas. Considerations and accommodations will be provided for students or staff with specific health needs. Please continue to check your email and our school website at www.benton.k12.ia.us
- It is advisable to wash and sanitize PPE after daily use. It is also advisable to provide some type of clip or lanyard to affix face coverings to the student. This will make it easier for the face covering to remain on the student and not on desks, lunch tables, etc...
- Example shown below:



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- Regular Handwashing and other sanitizing methods will be taught and utilized at school.
- Some social distancing will occur as logical and necessary, however, it will be nearly impossible to expect social distancing in most of our educational structures throughout the day.
- If a student becomes ill at school during the academic or activities part of the day, the student will report to the nurse's office immediately. Please understand that nurse office areas are not always separate from other students who are ill or have other needs.

- If students have a fever, they may be isolated from others and expected to wear a mask, parents will be contacted and expected to retrieve their child ASAP (no longer than 1 hour).
 - If parents or guardians do not pick up the student after 1 hour, emergency contacts will be called.
- After school
 - Regular school bus transportation will be offered to students until further notice.
 - If a student is ill toward the end of the school day and has been isolated in the nurse's office or other area, parents will be required to come and pick up their student. The student will NOT be allowed on the school bus for risk of exposure to others. Parents are expected to pick up their student immediately at the end of the school day.
 - Activities and sports will proceed as normal unless otherwise determined.
 - The school district will follow the rules and regulations from the state of Iowa fine arts associations and athletic unions.
 - Other
 - Parent are required to report a confirmed case of COVID-19 to the school building office.

Elementary Building Information (Keystone, Atkins, Norway)

Additional Cleaning/Sanitizing:

- Drinking fountain CLOSED - Water bottle filler OPEN
 - Students will bring individual water bottles with the expectation to have them sent home, washed, and returned each day.
 - Small cups will be available for those without a water bottle in an emergency situation.
- Sanitizing Stations
 - All those entering and exiting the building will be asked to sanitize. Stations have been placed in common spaces, at doors, and classrooms throughout the building.
 - Sanitizing stations are in place in each classroom. Students will sanitize their hands upon entry and exit and any other times deemed necessary by the teacher.
- Sanitizing for Snack
 - Tables/desks will be cleaned prior to students having a snack.
- Disinfecting
 - Common spaces and classrooms will be sprayed daily with the disinfectant electrostatic sprayer.
- Masks/Face Coverings
 - The required use of face coverings/masks under certain conditions is under consideration at this time. A survey was sent to all parents, students and staff on Aug. 4. The Administration will make a decision as to whether face coverings/masks will be optional or required for students and staff under certain conditions. If we move to required, we are considering specific conditions as to when face coverings/masks will be required such as in hallways and commons areas. Considerations and accommodations will be provided for students or staff with specific

health needs. Please continue to check your email and our school website at www.benton.k12.ia.us

Social Distancing:

- Classrooms
 - To the extent possible, students will be distanced in the classroom at appropriate times. Attempts will be made to face students in the same direction rather than each other when distancing isn't an option.
- Recess
 - Students will engage in outdoor recess as much as the weather allows. Transitions to and from recess will be adjusted and monitored.
- Lunch Room
 - Students will be kept in classroom groups and distanced to the extent possible in the lunchroom.

Supplies:

- School Supplies
 - Students will have access to individual supplies. Students will be encouraged to utilize their own individual supplies rather than shared supplies to the extent possible.
- Additional Supplies - Water bottle
 - Students will be asked to bring a CLEAN reusable water with a removable screw cap each day.
- Devices
 - To the extent possible, devices will be disinfected after use by a student prior to it being used by another student.

Nurse Staff:

- School Nurse @ Keystone Elementary - Sarah White
 - A nurse will be on-site at Keystone Elementary from 9:30 AM - 2:00 PM each day.
- School Nurse at Atkins Elementary - Jamie Bruns
- School Nurse at Norway Intermediate - Dee Kulbartz
- Visiting the Nurse
 - When students request or are requested to visit the nurse, their temperature will be checked prior to the visit. Students will also be expected to mask.
 - [Iowa Department of Public Health flowchart for Evaluating Sick Students](#)
 - Fever of 100.4 or over
 - The student will wait in a supervised space away from other students in the building.
 - A phone call will be made for them to be picked up.
 - Symptoms include: Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea
 - Fever of less than 100.4
 - The student will report to the Nurse's Office and next steps will be identified to care for the student.

Direct Instruction:

- Return-to-Learn
 - Students will be read this social story throughout the first week of school regarding the return to the school building after an extended closure. [PK-3 Social Story](#)
- Handwashing
 - Students will receive a lesson on the proper techniques for handwashing.
 - Signage has been posted in the restrooms that helps students remember the proper techniques. [Handwashing posters](#) [Hooray for Handwashing](#)
- Hands to Self
 - Students will be encouraged to keep their hands to themselves throughout the day.
- Covering Coughs and Sneezes
 - Students will receive a lesson the proper techniques for covering their coughs and sneezes. Visuals will also be posted throughout the building.

Other:

- Building Access
 - Only staff, students, and necessary vendors deemed appropriate by administration will be allowed in the building.
 - All parents and visitors are asked to wait outside for pick up and drop off. The building will remain locked throughout the day.
 - Snacks & Birthday Treats
 - All snacks and birthday treats must be prepackaged and include a nutrition label. At this time, no home-made snacks will be disbursed to students.
-

Social-Emotional-Behavioral-Health Resources for Students and Families

Supports available to students

- School counselors
 - Atkins Elementary - Emily Bishop, ebishop@benton.k12.ia.us
 - Keystone Elementary - Natalie Drahn, ndrahn@benton.k12.ia.us
 - Norway Intermediate - Kelly Buscher, kbuscher@benton.k12.ia.us
 - Middle School/High School - Aaron Cretin, acretin@benton.k12.ia.us, Natalie Nesbitt, nesbitt@benton.k12.ia.us
- School Nurses
 - Sarah White - Keystone Elementary Center - 319-442-3221

- Jamie Bruns - Atkins Elementary Center - 319-446-7525
 - Dee Kulbartz - Norway Intermediate Center - 319-227-7142
 - Steph Timmerman - Middle School/High School - 319-228-8701
 - Tanager - Mental Health Services - contact your school counselor
-
- Possible Social stories or slides
 - [PK-3 Social Story](#)
 - 4-6 Slides - to be linked
 - 7-12 Slides - to be linked
 - [Example - Wearing a mask](#)
 - [Example - Others wearing a mask](#)
 - [Wash-your-hands-steps-8x11](#)
 - [Hooray for Handwashing](#)
 - [Jeremy the Germ](#)
 - [Handwashing posters](#)
 - [K-12 Literature examples](#)
 - [COVI Book](#)
 - [COVID: Know the Facts](#)
 - [Social Stigma Associated w/ COVID19](#)

BENTON TRANSPORTATION RETURN TO SCHOOL GUIDELINES & PROTOCOLS

All drivers will check their temperatures before leaving home. If more than 100.3 or not feeling well they will not drive. If they have been around anyone or test positive for COVID 19 they will self-isolate for 10 days.

Will have PPE available for the drivers (face mask and shields, gloves, hand sanitizer and disinfectant wipes) to use. Mask and gloves will not be required to use unless the driver chooses to do so.

The driver will wipe down the handrail and other highly touched areas after every route. We will use the electrostatic sprayer once a day on every bus that is used.

We will try to do social distancing whenever possible. When possible we will have one student per seat, once all seats are full we will start filling other seats.

No food or open drinks will be allowed on the bus. **No sharing of any drinks.** Can have drinks but must have a closable cap or lid.

No sharing of games, phones, iPads or other electronic device.

Students should try to sit in the same seat to and from school.

Food Service / Cafeteria Protocol

Cleaning:

All areas of Food service will be disinfected daily.

Tables, and common areas will be sanitized regularly, and before and after every meal.

Food prep areas will continue to operate following current SOP for cleaning and sanitizing

Hygiene:

Hand washing:

Employees- trained on proper techniques and occurrences

Students- Have access before and after meals, as well as hand sanitizer in each lunch room

Point of Service:

MS/HS- Touch Free scanning

Elementary- No ID Cards- Photo Selection on POS by cashier

Lunch Room:

Seating: Physical Distance by group

Visitors: at Principal's discretion

Self Serve Areas: Pre-portioned, and individually packaged

Silverware: MS/HS-Individually wrapped
Elementary- Cashier will place on trays

Dishroom: PPE provided for employees

Appendix

1. Iowa Department of Education resources

Resources for Families and Educators

- Aug. 2020 - Additional Considerations for the Use of Cloth Face Coverings Among K12 Students
 - https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/CFC_Guide_for_School_Administrators.pdf
 - [Guidance for K-12 School Administrators on the Use of Cloth Face Coverings in Schools](#)
- (4-21-20) [COVID-19 Guidance: Family School Engagement Resources, Best Practices and Considerations*](#) - Provides ideas and resources for educators to positively and proactively engage with students and families/caregivers during prolonged school closures.
- (4-17-20) [FAQs for Parents and Families about Continuous Learning*](#) - Answers many common questions that parents, caretakers and families have asked in light of school closures across the state. If your question is not answered in this resource, email it to iadepstofed@iowa.gov. The document will be updated as new questions are addressed.
- (4-9-20) [General Resources for Educators Moving to Online Learning for Students](#) - Provides resources in the following areas: General, Instruction, Professional Learning and Social-Emotional-Behavioral Health.
- (3-31-20) [Resources to Support Learning](#) - Provides optional resources for Iowa families and educators to use as they support student learning during school closures due to COVID-19. The resources for

PK-12 students do not replace what they have learned in school but, instead, help students practice or enrich the skills and strategies taught by teachers. [Read the related press release.](#)

- (3-26-20) [FAQs for Iowa Families and Parents of Students with Disabilities Receiving Special Education or Parents of Children Receiving Early Intervention*](#) - Addresses children's services during school closures and when AEAs or child health specialty clinics are closed due to COVID-19.

2. Iowa Department of Public Health resources

- [Evaluating sick kids and staff](#)
- <https://idph.iowa.gov/Portals/1/userfiles/61/covid19/resources/Evaluating%2007302020.pdf>
- [Return to Learn: Reopening Iowa's Schools Safely and Responsibly](#) 7.30.20
- [Chart: Return to Learn](#) 7.30.20

3. [Quarantine & Isolation Guide](#)

2020-2021 School *Calendar – Benton CSD – (Board Approved 3-23-20, Revised 7-15-20, 8-19-20)

Start –Finish
(August 24 Sept. 8 - *May 26)
*subject to change

Summary of Calendar

Days/Hours in classroom:
First Quarter 43
Second Quarter 49
Third Quarter 45
Fourth Quarter 43

TOTAL DAYS **180**
TOTAL HOURS **1127.58**

CALENDAR LEGEND

- Start/End
- PD Full Day
- PT Conf.
- OL/PD Early Out
(support online learning/Staff PD)
- Holidays
- Vacation Days

HOLIDAYS:

- Labor Day (9/7)
- Thanksgiving Day (11/26)
- Christmas Day (12/25)
- New Year's Day (1/1)
- Martin Luther King Day (1/18)
- President's Day (2/15)
- Memorial Day (5/31)

Support Online Learning/Professional Development:

- Full Days
- August 18, 19, 20, 21
- Aug. 27, 28, Sept. 1-4
- January 18
- February 15
- May 27 or 28
- June 1
- 12:00 Dismissals
- August 26
- September 2, 9, 16, 23, 30
- October 7, 14, 21, 28
- November 4, 11
- December 2, 9, 16
- January 6, 13

1:00 Dismissals

- Oct. 23
- Nov. 18, 23
- Dec. 22
- Feb. 12
- Mar. 3, 10, 15, 26
- April 14
- May 5, 26

Contract Comp Days:

- November 25

Dates Designated for Make-up:

- January 18
- February 15
- April 2
- May 27 on
- June 2 and after

August					Student Days/Hours	
M	T	W	Th	F		
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28	5	29.65
31					1	6.58
September						
	1	2	3	4	4	23.07
7	8	9	10	11	4	23.07
14	15	16	17	18	5	29.65
21	22	23	24	25	5	29.65
28	29	30			3	16.49
October						
			1	2	2	13.16
5	6	7	8	9	5	29.65
12	13	14	15	16	5	29.65
19	20	21	22	23	5-44	27.40
26	27	28	29	30	5	29.65
November						
2	3	4	5	6	5	29.65
9	10	11	12	13	5	29.65
16	17	18	19	20	5	30.65
23	24	25	26	27	2	10.91
30					1	6.58
December						
	1	2	3	4	4	23.07
7	8	9	10	11	5	29.65
14	15	16	17	18	5	29.65
21	22	23	24	25	2	10.91
28	29	30	31			
January						
				1	0	
4	5	6	7	8	5	29.65
11	12	13	14	15	5-49	29.65
18	19	20	21	22	4	26.32
25	26	27	28	29	5	32.90
February						
1	2	3	4	5	5	32.90
8	9	10	11	12	5	30.65
15	16	17	18	19	4	26.32
22	23	24	25	26	5	32.90
March						
1	2	3	4	5	5	30.65
8	9	10	11	12	5	30.65
15	16	17	18	19	2	10.91
22	23	24	25	26	5-45	30.65
29	30	31			3	19.74
April						
			1	2	1	6.58
5	6	7	8	9	5	32.90
12	13	14	15	16	5	30.65
19	20	21	22	23	5	32.90
26	27	28	29	30	5	32.90
May						
3	4	5	6	7	5	30.65
10	11	12	13	14	5	32.90
17	18	19	20	21	5	32.90
24	25	26	27	28	4-42	17.49
31						180
June						
	1	2	3	4		
7	8	9	10	11		

180 Day/1080 hours Calendar

Date Events

- Aug 18-21 PK-12 Professional-Dev
- Aug-18-19 Teacher Quality
- *August 24 1st Day of School (delay start due to Aug. 10 storm)
- Aug-26 12:00 (noon) – Dismiss-Support-OL (Online Learning) & Staff PD
- Aug. 27-Sept. 4 – Staff meetings/PD
- Sept. 2 12:00 Dismiss – Support OL & PD
- Sept 7 Labor Day (No School)
- Sept. 8 1st Day of School
- Sept. 9 12:00 Dismiss - Support OL & PD
- Sept 16 12:00 Dismiss - Support OL & PD
- Sept. 23 12:00 Dismiss - Support OL & PD
- Sept. 23 12:00 Dismiss - Support OL & PD
- Oct. 7 12:00 Dismiss - Support OL & PD
- Oct. 14 12:00 Dismiss - Support OL & PD
- Oct. 21 12:00 Dismiss - Support OL & PD
- Oct. 28 12:00 Dismiss - Support OL & PD
- October 23 End 1st Quarter 1:00 p.m. Dismiss
- October 26 Start of 2nd Quarter
- Nov 4 12:00 Dismiss - Support OL & PD
- Nov 11 12:00 Dismiss - Support OL & PD
- Nov 18 1:00 p.m. Dismiss
- PK-12 P/T Conferences 2:30-7:30 p.m.
- Nov 23 1:00 p.m. Dismiss
- PK-12 P/T Conf. 2:30-7:30 p.m.
- Nov 25 NO School – Staff Comp Day
- Nov 26-27 Thanksgiving Holiday (No School)
- Dec 2 12:00 Dismiss - Support OL & PD
- Dec. 9 12:00 Dismiss - Support OL & PD
- Dec. 16 12:00 Dismiss - Support OL & PD
- Dec 22 Winter Break 1:00 p.m. Dismiss
- Dec 23-Jan. 1 Winter Break (No School)
- END OF SEMESTER - RE-ASSESS COVID SITUATION, STUDENT ATTENDANCE & ONLINE INSTRUCTION NEEDED IF NEED TO CONTINUE WED. 12:00 DISMISS, WILL RECOMMEND FOR REMAINDER OF YEAR.
- Jan 1 New Year's Day (No School)
- Jan 6 12:00 Dismiss - Support OL & PD
- Jan 13 12:00 Dismiss - Support OL & PD
- Jan 15 End 2nd Quarter
- January 18 PK12 PD – NO SCHOOL
- January 19 Start of 3rd Quarter
- Feb 12 PK12 PD – 1:00 p.m. Dismiss
- Feb 15 PK-12 PD – NO SCHOOL
- March 3 PK12 PD – 1:00 p.m. Dismiss
- March 10 1:00 p.m. Dismiss
- PK-12 P/T Conferences 2:30-7:30 p.m.
- March 15 1:00 p.m. Dismiss
- PK-12 P/T Conf. 2:30-7:30 p.m.
- March 17 NO School – Staff Comp Day
- March 18-19 Spring Break
- March 26 End 3rd Quarter 1:00 p.m. Dismiss
- March 29 Start of 4th Quarter
- April 2 Good Friday (No School)
- April 14 PK-12 PD – 1:00 p.m. Dismiss
- May 5 PK-12 PD – 1:00 p.m. Dismiss
- May 23 Commencement Exercises 2:00
- May 26 End 4th Quarter 1:00 p.m. Dismiss*
- May 27 or 28 PK-12 PD
- May 31 Memorial Day (No School)
- June 1 PK12 PD

Last day of school is subject to change.

*2020-2021 School calendar - hours and days will need to be adjusted since the delay was instituted due to the storm on Aug. 10. Information will be forthcoming. Thank you