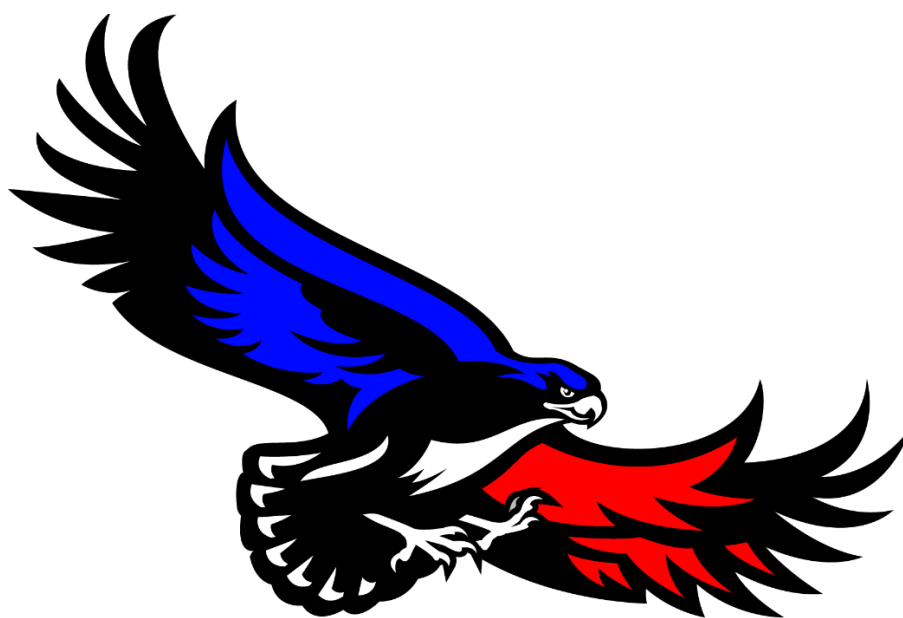


SANBORN CENTRAL SCHOOL DISTRICT 55-5



PLAN FOR RETURN
2022-2023 SCHOOL YEAR

FORWARD ADDRESS:

The construction of this plan is to address the students, staff and community members of the Sanborn Central School District and provide an outline detailing how the district intends to conduct educational business in the 2022-2023 school year. The components of this plan will include the beginning of the school year, with the intention of in person, face to face, instruction as well as how instruction could change should the need arise. In order to ensure a successful school year, a collective effort is necessary between the staff, students and families, to engage in activities and develop habits that will promote an appropriate and safe environment for the provision of education during this difficult time of global pandemic.

This Plan for Return developed by staff and administration has been approved by the Sanborn Central Board of Education for implementation in the 2021-2022 school year at the August 9th, 2021 meeting. It has been reviewed, and put up for public commentary, per requirements, on November 14th, 2022 and May 9th, 2023, during regular Sanborn Central Board of Education Meetings.

SANBORN CENTRAL SCHOOL DISTRICT

STAYING WELL PLAN 2022-2023

Providing a safe environment for students and staff is the first priority of the school district. Our processes for opening school this year will be a continuation of policies and procedures developed and implemented in the previous year. We will have in-person instruction in the fall, with all district students in attendance on site. Also, continued cleaning and disinfecting of all surfaces and common use areas, provision of sanitation (wipes, sprays and other means) where possible, and promotion of proper hygiene habits throughout our school will continue to be staples of our process.

We will not require masking in any area to begin the school year. However, if you or your child would like to wear them, we will allow and respect those decisions. Our staff will be diligent in monitoring the students to ensure anyone who is making this choice is not shamed or given a difficult time for doing so. Also, we will have dividers in place for use as each staff member sees fit. We will be prepared to make adjustments to our operation should the need arise. Signage will be posted as a reminder for everyone to maintain clean habits and monitor their health before, during and after school.

A vital component to starting and staying in school for in-person instruction and continuing to conduct school in this traditional way is self-screening, conducted at home, prior to entering a school-owned vehicle or school building. There certainly will be times where a student may become ill at school, without showing symptoms before (We will have procedures in place to address these occurrences). However, knowingly sending a student to school or a staff member making the decision to come to school when they are experiencing symptoms of being ill (not just those related to COVID-19) **must not happen**. Taking care of this BEFORE school is essential to attaining our goal of maintaining in-school instruction for the entire year. For each family's convenience, a STUDENT SYMPTOM SCREENING CHECKLIST is provided at the end of this plan (the checklist has not changed from the previous year and will be made available at sanborncentral.com as well). Following this checklist each morning before school is a great way to monitor the health of the students, ensuring they are not experiencing any symptoms.

As we have turned a corner in our battle against COVID-19, it is important to understand that we are in a good place currently, but that also could change. Diligence on the part of all parties is the key to maintaining the positive place we are in so that we do not regress. It has been, and will continue to be the process of the Sanborn Central School District to follow the guidelines set forth by the South Dakota Department of Education and the CDC regarding decisions made pertaining to dealing with COVID-19 in schools. We will make every effort to keep the environments that the staff and students are in clean and safe. With the uncertainty of this time, it is important to understand that flexibility is essential to everyone. There may come a time at

some point during the year where school may need to be shut down for a time. The decisions made to move in that direction will be made by the district's administration under the direction of the Department of Health and the Department of Education. Should an interruption in face to face instruction occur, Flex Learning will take its place for the duration.

An often forgotten component of this circumstance has been the actual effect of the pandemic on the mental well-being of the staff and students. We have been very focused on the physical concerns regarding how to proceed and maintain a "normal" means of instruction. However, it is just as important to address the immediate and potential for long-lasting effects on the mental side of our staff and students. To help address this, the district has employed a full-time counselor (in training – labeled as dean of students temporally) for the students to work with as needed. Also, the staff will be taking part in professional development focusing on social-emotional learning. The intention is to provide strategies that the staff can utilize in their classrooms to help the students with an identifiable occurrences of need regarding student's emotional needs. The staff will also participate in training that will help them with their own well-being as well. Should any situations arise for staff members regarding their mental well-being, and there needs to be an accommodation made, the district will make every effort to provide assistance to said staff member(s), including granting leave, if needed.

Sanborn Central **will require** students living in our area to attend school in person. This is the most effective way to administer an appropriate education to our students. However, if the need arises, and flex/distance learning again becomes necessary, the staff will draw from the previous years' experience to provide an education in that manner (If there is an instance or a particular circumstance that warrants further consideration, the family should convey their concerns to the administration. In those discussions, concessions may be appropriate and made on an individual basis). If our district does decide that the only way to provide an education is through a flex format, this will be conveyed through the district's outreach avenues (phone calls, SC Blog, emails and the district's website) As always, if you have questions or concerns, please contact the administration team (Mrs. Vermeulen for prek – 8th grade email - connie.vermeulen@k12.sd.us or Mr. Siemsen for high school students email - justin.siemsen@k12.sd.us or 605-495-4183).

GENERAL ITEMS TO BE CONSIDERED SCHOOL-WIDE

Throughout the Building:

- Students and Staff will be subject to temperature check at any time (Please do your part and do this at home before the day begins).
- Hand sanitizing stations will be available in designated areas around the building. Along with the stations, other products such as wipes and other means of hand sanitation will be available as much as possible.
- Proper hand-washing techniques will be taught and promoted throughout the school.
- The importance of covering up when coughing or sneezing will be emphasized throughout the building. Also, the importance of sanitizing one's hands after coughing or sneezing will be emphasized.
- Common areas will be disinfected at regular intervals.
- Posters/Signs will be placed throughout the hallways and common areas promoting proper techniques for good hygiene, specifically for hand-washing and covering up when coughing or sneezing.
- Accommodations to health and safety policies will be made on an individual basis to ensure all students including students with disability have access to instruction and district services

Individual Classrooms:

- Hand sanitizing products will be available in each classroom, including wipes, for everyone's use. Students will use hand sanitizer when entering or leaving each room.
- Desks and other surfaces and items will be sprayed and cleansed regularly, with intermittent wipe downs throughout the day.
- Students and Staff **will not** be required to use face coverings at the onset of school. However, anyone is encouraged to do so if they choose to (The CDC states that individuals who have been vaccinated would not have to be masked at any time. It is our stance that we will allow for choice on this matter UNLESS the recommendations change OR a spike occurs in the county).
- Social Distancing will be practiced to the extent we are able to within our buildings. "Normal" movement within the building will be permitted, unless the status of our county changes. We will continue to place more space between students when it is possible.
- Students will not be allowed to bring personal items for recreational purposes due to their potential spread (the exception to this is with cell phones, which should be stowed away and used only when necessary).

- To minimize time in the hallways, middle and high school students will be required to bring the materials for the morning to those classes, can then use their lockers (released by class) then get what they need for the afternoon and take it with them.

Commons:

- There will be no self-serve items, including salad bar
- Condiments will be available only in individual packets, with specified amounts per serving.
- Students will be served on trays as was the previous procedure. If we move to a heightened level of concern, meals will again be pre-packaged as much as possible, and served in individual bags, including their silverware. All items will then be disposed of when the student is finished.
- Menus will be subject to change, depending upon availability of items.
- Students will be allowed to sit on both sides of the tables at the beginning of the school year. If we move to a heightened phase, students will be social distanced during their designated eating times (Should more spacing be needed, the gym will be utilized, or classes may be asked to eat in their rooms).
- To avoid contact, students will NOT be permitted to bring lunch that will require being warmed up at school (this will eliminate the need for staff touching the student's food). If the meal requires heat, please use a thermos. Also, we will not have a large refrigerator for sack lunches so those who are bringing a lunch that requires being cold should use appropriate transporting materials to account for that.

Transportation/Bus Service:

- Bus services will be available to all students seeking to use it. However, social distancing will not be guaranteed due to lack of space. It will be practiced as much as possible.
- If you choose not to utilize our bus service, it is your responsibility to get your student(s) to school.
- Again, students will not be required to wear a face covering at the onset of school (this would change if we see a spike in cases or the recommendations dictate us making a change).
- Although this is an item that is always in place, it is extremely important that the students stay in their assigned seat and do not move. Please help your driver and remind your students of this.
- Busses will be disinfected daily, before morning and evening routes as well as once they return for the evening.

Quarantine Room:

- A specific space will be designated for students who feel sick. They will be isolated from the rest of the population.
- Limited access to the room, cleaning and disinfecting occurring on the same schedule as the rest of the rooms UNLESS it has had occupants, then it will be cleaned once it is empty.
- Those in the room will be required to wear face coverings, gloves, and any other personal protection equipment necessary.

Extracurricular Activities:

- The districts will lean heavily on the recommendations set forth by the SDHSAA.
- Students will use their own water bottles and be responsible for filling them on their own. – NO SHARING
- Locker Rooms and Equipment will be disinfected after each practice and during drills/activities when possible.
- Social Distancing will be practiced when possible.
- When transporting to and from practice or games, the same rules as school busing apply: social distancing when possible, face coverings not required.

In the event of a positive test for student(s) or staff member(s):

- At the onset of school, we will depend on self-monitoring measures and personal responsibility at the home. What this means is if you, your student(s) or a family member is feeling ill. PLEASE stay home. This is a good rule to live by COVID-19 notwithstanding.
- If someone either is stricken with COVID-19 or is deemed as a close contact we will follow the outlined procedures:
 - The staff or student will be required to be in quarantine for 7-10 days. Students will be required to utilize remote learning measures (outlined later in the document).
 - If the individual has actually be afflicted with COVID-19, they will need to provide the office with information from a doctor stating they are safe to return before they can resume in person attendance.
 - The exception to these rules will be if the individual has been FULLY VACCINATED. This information is not required to be given, but as a district, we will not permit an individual to be on the premises if they are a potential danger to others.

- We encourage all parties to consider getting vaccinated for this communicable disease when it becomes available for their children. It has been proven to be an effective tool in combating this pandemic. The importance of everyone doing their part to help mitigate the spread of COVID-19 cannot be underestimated. Vaccinations are available at the Horizons Clinic in Woonsocket, or other various facilities in our area.
- At the beginning of the school year, we will not be conducting on site testing for COVID-19. However, if anyone is feeling any of the known symptoms associated, they will be asked to seek the opinion of a doctor and provide the results of that to the school before returning (staff and students should be symptom-free for 24 hours before safely returning).

3 PHASES OF MITIGATION

In an attempt to mitigate the spread of COVID-19 and other infectious diseases, Sanborn Central School District will employ a three-tier system to alert all parties of the status the district is experiencing at a given time. Each phase will be designated with a specific color, including guidelines that are associated with each.

PHASE 1: ORANGE

“NORMAL” STATUS – NO KNOWN ACTIVE CASES IN THE DISTRICT

School will start this fall in this phase. Students and Staff will return to school in the in-person, face to face format. All parties will follow the specified guidelines for health and safety to maintain status in this phase.

- ❖ Cleaning and sanitizing of all areas will continue to follow the daily regimen.
- ❖ Hand Sanitizers and other sanitation items will be available to all students and staff
- ❖ All staff and students are encouraged to use face coverings if they have not been vaccinated but are not required to do so.
- ❖ Hand washing and bathroom breaks will be built into the schedules (particularly in the elementary grades)
- ❖ Daily Pre-screening done at home using the checklist provided is strongly recommended. This is necessary to helping to keep everyone safe.
- ❖ If your child(ren) are showing signs of illness or have any symptoms, PLEASE DO NOT send them to school. This goes for staff members as well.
- ❖ Social Distancing will be practiced when and where it is possible.
- ❖ Drinking fountains will be closed. However, the fill stations will be available to fill a bottle brought from home. NO SHARING OF BOTTLES is permitted.
- ❖ Parents/visitors will be permitted in the building.

- ❖ During Mealtimes:
 - No self-service items are available
 - Meals will be served normally (on trays)
 - Students will not be permitted to roam free around the building.
- ❖ Transportation/Bus Service:
 - Social Distancing will be encouraged and completed when possible, including having families sit together.
 - Face Coverings will be encouraged for unvaccinated individuals, but not required.
 - Busses will be disinfected multiple times a day.

PHASE 2: BLUE

CONFIRMED CASES IN THE DISTRICT OR COMMUNITY

In this phase, there may be students or staff that are required to stay home. However, ***the school will remain open to conduct face to face instruction with flex/distance learning becoming a part of the instruction process to a larger degree.*** Also in this phase, all other elements of **PHASE 1:ORANGE** are in play. The following elements are present in addition to phase 1:

- ❖ All students and staff will have their temperature checked before they enter the school facilities.
- ❖ Face coverings will be required by all within the school, and within school vehicles.
- ❖ Adjusted times for meals and student placement for eating to extend social distancing initiative.
- ❖ No nonessential personnel will be permitted in the building.

PHASE 3: RED

ACTIVE CASES AND EXPOSURE WITHIN THE SCHOOL BUILDING

Should the district experience active cases and/or exposure, regular school business will be closed in order to consult with the Department of Health to assess the level of spread. Once this communication occurs, a determination will be made regarding how to proceed. In the event of a prolonged outage of in-person instruction, flex/distance learning will be implemented to ensure the provision of continued education.

Distance Learning Guide:

As a district, we intend to provide our students their education with full, in-person instruction. All enrolled students will be expected to be in attendance in the building as this is the most effective means to learn. However, should our environment change and a move to distance learning becomes necessary, the provision of instruction digitally will occur. Today, we are fortunate to have the ability to continue education measures via the digital platform. This will become beneficial in the event that an individual needs to be out of school for a period of time in quarantine or the district would need to be shut down to fight a spread. Below, the expectations associated with distance learning are outlined. Should there be any questions during this time, contact between the student's teachers is vital to ensure the most effective means of instruction can happen (all the staff email addresses can be found at www.sanborncentral.com)

❖ Attendance:

- Middle and High School Students will have their attendance taken in each course they are enrolled in. They are required to be present in all their classes for the duration of the class and the time it is scheduled.
- Elementary Teachers will have the autonomy to create their schedule and convey this to their students and their parents.

❖ General Expectations:

- Students are responsible for all assignments given during their courses. They must maintain a constant line of communication with their teachers to address any issues.
- Students will log in EVERY DAY to attend their classes via the link provided to them by their teachers (this is possible as every student is given a device by the district to use). If there are issues with connectivity or any other technical problems, exceptions will be made to help address the difficulties.
- Students who do not attend class, particularly without any communication as to their whereabouts, will be subject to the State of South Dakota's laws regarding truancy.
- Means of communication between students/parents and the staff will occur through email, google classroom, or calling the school. Any questions or concerns can be conveyed to the teachers as they will be available throughout the day until 4:00 pm.
- Individual teacher's late work policies will be honored
- Appropriate dress and behavior are required while in attendance in on-line class
- Students are expected to be independent learners, particularly during tests and other assessments.