

Alma School District



Fall Reopening Plan 2020-2021

The Alma School District is dedicated to providing the safest possible environment for all students and staff. We understand that national, state, and county COVID-19 guidance is optimal, but not all is practical in a small rural school setting. We certainly cannot stop COVID-19, and we cannot state that by reopening our schools that we will be 100% free from exposure. However, we can assure you that we will do our best to mitigate risks and keep students and staff safe in our educational setting. Our plans are based on the concept that we can mitigate, not eliminate, exposure to the Coronavirus. You, as a parent, need to decide if you are comfortable sending your child to school based on the safety protocols we are establishing and utilizing.

Please note that this is a fluid situation; therefore, this is a fluid document and the Administration will make changes as new guidance and circumstances arise. The ultimate goal of our reopening plan is to balance the safety concerns and risks that exist with the Coronavirus, with the desire of our community and parents to have students in school.

Educational Programming

To meet the diverse needs of all of our families, the Alma School District is utilizing a three plan approach. In conjunction with these three plans, there are three risk levels that will be utilized to determine educational programming and school operations. These risk levels are determined by the threat of the virus in our building and the community.

Plans - Below are the three plans that will be available to all of our students. These plans are designed to meet the needs of all of our families and are constructed in a manner that allows flexibility and consistency during these ever changing times.

Plan 1 - In-Person:

- As we reopen school, all students will be invited to participate in traditional in-person instruction at school following CDC, state, county and district recommendations. This plan will further break down how these recommendations will look within our building, facilities and buses.
- This instruction will occur daily in accordance with our approved school calendar.
- School will be in session from 8:00 AM to 2:30 PM.
- Elementary teachers will develop a daily schedule that meets the curricular expectations.
- Elementary students will receive extra classroom support, along with independent and guided work time.
- Elementary students will remain in designated classroom groups, limiting overall exposure.
- A 5 block schedule, in grades 7-12, will be used to provide daily instruction in all core areas, as well as elective opportunities for all students. These blocks have been extended to provide additional instructional time, extra classroom support, and more independent and guided work time. Less daily periods with increased length will also provide a more structured environment where students will remain in designated classroom groups, limiting overall exposure.

- All staff planning and collaboration time will be moved to after school (2:30-3:45) when students are dismissed. Additional time and energy will also be dedicated during this time to sanitize and disinfect all of our classrooms on a daily basis.
- District issued Chromebooks will be available to all students in grades 2nd through 12th.

Plan 2 - Live Streaming: teacher recording of live lessons (viewed with the class in session and available to be replayed at a later time.)

- Students and families who are not comfortable with an in-person school day may fully participate from home utilizing our live streaming platform via Google Meets and Google Classroom.
- This will be the format we use if we have a short or extended closure by our state or county health department.
- Students will need to be in attendance in each class during its scheduled time via our Google Meets live stream. Live teaching will occur every day and in every class. Students will have access to instruction at the same rate as their peers in the physical classroom.
- A 5 block schedule, in grades 7-12, will be used that provides daily instruction in all core areas, as well as elective opportunities for all students.
- Transitioning from ‘traditional in-person’ to our ‘home live stream program’ is flexible and will provide a consistent approach for all students.
- District issued Chromebooks will be available to all students in grades 2nd through 12th.
- Grades B4 through 6th will utilize a mixture of live and pre-recorded lessons. Individualized learning packets may also be made available.
- Students utilizing the ‘home live steam program’ will sign a contract along with a parent or guardian and administration.

Plan 3 - Online Virtual School:

- Students and families who are not comfortable with the ‘in-person’ or ‘live-stream at home’ school day options, will be provided with an Online Virtual School option.
- This program is coordinated by the Alma School District but is not taught by Alma School staff.
- With this plan, students are enrolled in an online virtual program, where they complete required and elective grade level courses. The primary virtual program that we are looking at utilizing is called Educere.
- Movement in and out of this program is very difficult. If families choose this option, it is expected that students stay in the program for the entire semester.
- District issued Chromebooks will be available to all students in grades 2nd through 12th.
- Students utilizing the ‘Online Virtual School’ option will sign a contract along with a parent or guardian and administration.
- Further questions about Plan 3 should be forwarded to Mr. Stewart.

Risk Levels - Below are the three risk levels that will be used to determine the educational programming that our District will be implementing. Movement between these three levels will be determined with guidance from the WI Department of Health Services and Buffalo County Public Health. It is important to note that risk levels for our District can literally change overnight, and we could be forced to move from one plan to another immediately. The District will certainly do our very best to avoid these sudden changes, but as all of you well know, COVID-19 is certainly out of our control.

Low Level - Defined as the lowest risk level with the majority of students participating in traditional in-person instruction at school following CDC, state, county, and district recommendations. All three plans outlined above are available for students during this level.

- Students and staff practice operational safety to reduce the spread of viruses.
- Students will not share school supplies.
- Any shared District equipment will be sanitized after each class.
- Staff may be reassigned to support core classrooms.
- Daily schedule modifications to reduce student grouping
 - Entrances & Exits
 - Hallways
 - Classrooms
 - Lunchroom (further explained in health & safety section)
 - Recess
 - Restroom breaks
- Social and emotional support will be provided by all staff members.
- Traditional grading will continue.
- Continuation of curriculum ensuring essential standards are taught.
- Communication with students daily.
- Teachers in B4-Grade 3 will keep parents informed of student progress.
- Parents are encouraged to check Skyward for individual student grades and progress in grades 4-12.
- Approved school calendar will be followed.

Medium Level - Defined as a medium or moderate risk level where some students will continue to participate in traditional in-person instruction at school following CDC, state, county, and district recommendations, while other students or groups of students or classes may be unable to meet in person and will be utilizing our live-streaming platform through Google Meets and Google Classroom (Example: If a group of students or a class had to quarantine for a designated period of time). All three plans outlined above are potentially available for students during this level.

- All previous precautions stated in the low risk level will continue to be practiced in medium level.
- Students who test positive or become ill will participate in E-learning at home. If students are feeling up to it, they can participate in classes through our Google Meets live stream option. A recording of the live streaming, along with homework will be posted online using Google Classroom for students to view and complete later if necessary.

- Students will not share school supplies or equipment. All equipment will be sanitized after being used.
- Class groups or student groups that are unable to be present in the physical school environment will participate at home through our Google Meets live stream option. Homework and a live stream recording will be posted online using Google Classroom.
- Traditional grading will continue.
- Continuation of curriculum ensuring essential standards are taught.
- Communication with students daily.
- Teachers in B4-Grade 3 will keep parents informed of student progress.
- Parents updated weekly on class progression, as well as student progress. Parents are encouraged to check Skyward for individual student grades and progress in grades 4-12.
- Approved school calendar will be followed.

High Level - Defined as the highest risk level area where we would most likely be looking at a school wide closure. More than likely, Plan 1 - In-Person would not be available during this level. Plan 2 and 3 would be available to students with possible modifications.

- Closure for a designated period of time:
 - There may be times when many students and/or staff are absent and a break may be needed to take extra precautions and deep clean the school building.
 - This may be a short period or extended period depending on guidance from public health.
- If teachers are able to work at school during the closure, students will participate at home through our Google Meets live stream option. Class expectations will be posted online using Google Classroom.
- If teachers are unable to work at school and required to work at home the following structure will be provided:
 - Monday – Thursday instruction and course work
 - 3-12 will be online through Google Meets and Google Classroom
 - PreK-2 online through Seesaw
 - Friday – Alma Pride Challenge Day and Teacher Prep Day
- Students will use District issued devices to connect to the internet if needed
- Staff will be able to enter parts of the building to access materials
- Traditional grading practices and expectations that align with District policies used during low and medium risk levels will continue for Core classes and elective courses/special classes (P.E, art, music)
- Approved school calendar will be followed.

Movement between these three levels will be determined with guidance from the WI Department of Health Services and Buffalo County Public Health.



Attendance

This section includes information on attendance protocols for students that are attending remotely through live streaming or e-learning, along with expectations for students that are required to self quarantine/isolate.

Traditional In-Person and Live Streaming Attendance:

Regular school attendance and daily participation remains a critical component of learning both in regular and live streaming environments. Parents should continue to call in to the school's attendance secretary to report absences due to illnesses or other excused absences. Student attendance will be captured in 2 ways.

- 1) Traditional in person attendance taken at the beginning of each day in the elementary and the beginning of each class period in the junior high and senior high.
- 2) Attending remotely from home via live stream where the student is visually attending and engaged with the teacher and class for each designated class period.
 - a) Students must attend all of their classes and be engaged with the assigned materials.

Students will receive a live streaming unexcused absence when:

- A student does not show up virtually for their scheduled class period and participate in any part of the learning activities for the day,
- Or has not checked in with the teacher
- And/or when the student's parent does not notify the office about the absence.

Students that are attending via live streaming and are unable to do so due to connectivity issues (Internet or Device), must reach out to their teacher or office within 24 hours to explain the issue. Students are responsible to watch the recorded lesson and complete the necessary coursework within 2 days. This absence would then move from an unexcused absence to an excused absence and the student would receive full credit for their work.

High Level Risk School Closure Attendance:

If we are faced with an extended school wide closure like we encountered this past Spring, a modified attendance plan would be released by the District.

- **Absent due to COVID like symptoms:** a student that is absent from school or is sent home from school due to COVID-like symptoms should contact a healthcare provider for further care instructions. If the student is determined to be ill for a reason other than COVID s/he may return to school when s/he has

been symptom free for 24 hours and appropriate treatment for illness has been provided.

- **Absent due to COVID positive:** must isolate at home for at least 10 days and be without fever for 24 hours before returning to school.
- **Absent due to being identified as a close contact* of a COVID positive individual:** contacts that are asymptomatic, or ill and not tested, or ill and test negative must isolate or quarantine for 14 days, from the date of last contact with the case. A negative test result does not shorten the quarantine period.

***Close Contact** = within 6 feet of a COVID positive individual for more than 15 minutes, or had physical contact with the person, or shared personal items, or spent at least one night in the same household.

Isolation and Quarantine Resources (Symptomatic & Asymptomatic)

See Appendix B & C at the end of this document for additional information on isolating and quarantining for Symptomatic and Asymptomatic cases.



Health and Safety

This section includes additional information on health and safety measures that the District will be implementing, as well as expectations for our students and families.

- DAILY - Parents or guardians are responsible for checking their child's temperatures and any additional COVID-19 symptoms before sending them to school. All staff will also perform self checks for all symptoms. Staff and students showing up to school indicates their completion of these checks and being symptom free.
 - Symptoms may 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, and/or diarrhea.
 - Symptoms may appear 2-14 days after exposure to the virus.
 - <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- Students will be taught and school personnel will reinforce proper hand cleaning and sanitizing.
- Personal Protective Equipment (PPE), including face coverings is strongly recommended and may be required based on disease transmission in our area, as well as the ability to social distance properly in designated areas.
- Every student and staff member will be provided three face coverings; two neck gaiters; (one red and one blue with Eagle mascot) and one cloth mask.
- Face coverings will need to be rotated and laundered at home daily.
- Monitoring COVID levels by region and county can be found on these websites:
 - WI DHS: www.dhs.wisconsin.gov/covid-19/local.htm
 - Coulee Compass: <https://lacrossecounty.org/covid19compass>

- District will use the appendix flowchart to determine precautions if a student is showing symptoms and to determine reentry to the District.
- Parents will be notified when there is a positive case in the District. Due to confidentiality laws, we cannot release the name of the individual.
- The District is working on increasing our health care services through additional staffing and expansion of health care areas and isolation locations for students that become ill or symptomatic.
- Students should come prepared for the day. Parents will not be allowed to drop off items for students during the school day.
- Additional guests and volunteers will be restricted at this time.
- There will be no high school tutors.
- Lunchroom
 - Lunchroom staff will wear PPE (personal protective equipment)
 - Breakfast and Lunchtimes will be spaced out to avoid lines and provide ample room for social distancing, or meals will be served in designated classrooms.
 - Tables will be spaced to keep students in their cohort group when possible.
 - Sneeze guards will be installed between students and serving staff.
 - Disposable materials will be used as much as possible.
 - Packets of condiments will be used.
 - No self-serve food items.
 - Students will sign up ahead of time (start of the day in elementary and 1st period in junior and senior high) for lunch options and their choice will be pre-entered by office staff to eliminate individual students touching the lunchroom keypad.
- Classroom seating charts will be utilized. These charts will be filed and updated with the office for contact tracing.
- Student seats will be a minimum of 4 feet apart but will be spaced farther apart where applicable.
- Students will primarily utilize their lockers at the beginning of the day when they arrive at school and at the end of the day prior to dismissal. During the school day, students will use their backpacks as they transition to eliminate hallway congestion and locker usage.
- When transitioning between classes or during passing periods, students will be required to wear masks. If a student has a medical or preexisting condition that inhibits the wearing of a mask, parent or guardian should contact administration.
- Elementary grade levels will stay in their cohort group as much as possible.
 - When possible, special classes will be held in the grade level classrooms.
 - Teachers will rotate to classrooms for elective courses.
 - Individual recess time per class.
 - Students will sanitize their desk area prior to dismissal. All necessary materials will be provided.
- Junior High and High School grade levels will stay in their cohort group as much as possible.
 - Students will sanitize their desk area prior to ending each class period. All necessary materials will be provided.
 - Students will transition in grade level pods, and when applicable, transition times will be staggered.

- o Students will transition with their backpack and avoid going to their locker, with the exception of when they arrive at school to place coats and personal belongings and prior to being dismissed from school. Lockers could potentially be utilized during lunch to store backpacks and for students that are bringing a lunch from home.
- Special Education
 - o Students will be supported in both their regular education setting and special education classroom setting depending on IEP needs.
 - o Social distancing as described in this district plan will be implemented in all settings; special education classrooms will be set up to allow for separation between students and will be sanitized between groups.
 - o Plexiglass dividers will be utilized when working in close proximity and one to one as appropriate.
- Special education parent meetings will be done by phone or virtual meetings when possible.
- Band and Choir will be individual or small group lessons, or one grade level at a time for the 2020-2021 school year.
- Elementary music will be held in the classroom and focus on appreciation as opposed to physically singing.
- Physical education will be outside when possible.
- Any shared objects will be sanitized immediately.
- There will not be any in-person field trips for the 2020-2021. We will utilize virtual field trips when they are directly connected to the content being taught in a specific class.



Operations

This section includes information on District specific operations that will be implemented.

- Transportation
 - o Parents will be asked to transport their children (if they can) to reduce the number of students on the bus.
 - o Buses will be disinfected following each route.
 - o Attendance will be taken for each bus route for contact tracing.
 - o Seating charts will be used.
 - o Fill the back of the bus first and unload from the front.
 - o Families will sit together.
 - o One student per seat when possible.
 - o Masks will be required on the bus. If a student has a medical or preexisting condition that inhibits the wearing of a mask, parent or guardian should contact administration.
 - o Drop off:
 - One bus at a time to reduce the grouping of students at the front doors.
 - High School & Junior High students will use the High School Entrance and use the door that is open.

- Elementary students will use the Elementary Entrance and use the door that is open.
- Front doors will be propped open before and after school.
- Any doors inside that can be propped will be propped open to eliminate contact.
- Additional hand sanitizers have been installed throughout the building, both permanently and on portable stands.
- Sanitizing wipes and/or sprays will be provided in every room.
- All students will need to bring their own water bottle. Water fountains and filling stations are currently off. Individual water bottles will be available to purchase for a dollar in the cafeteria.
- All vending machines will be turned off.
- Any meeting will be spaced every other chair.
- Traffic in halls will run forward down the right side.
- Masks will be required during transition and passing times outside of the classroom. If a student has a medical or preexisting condition that inhibits the wearing of a mask, parent or guardian should contact administration.
- Ventilation will be increased to recommendations.
- Signage will be placed in the building for hand washing and symptoms.
- Limit non-essential visitors and contractors in the building including volunteers.
- Staff will receive communicable disease training.



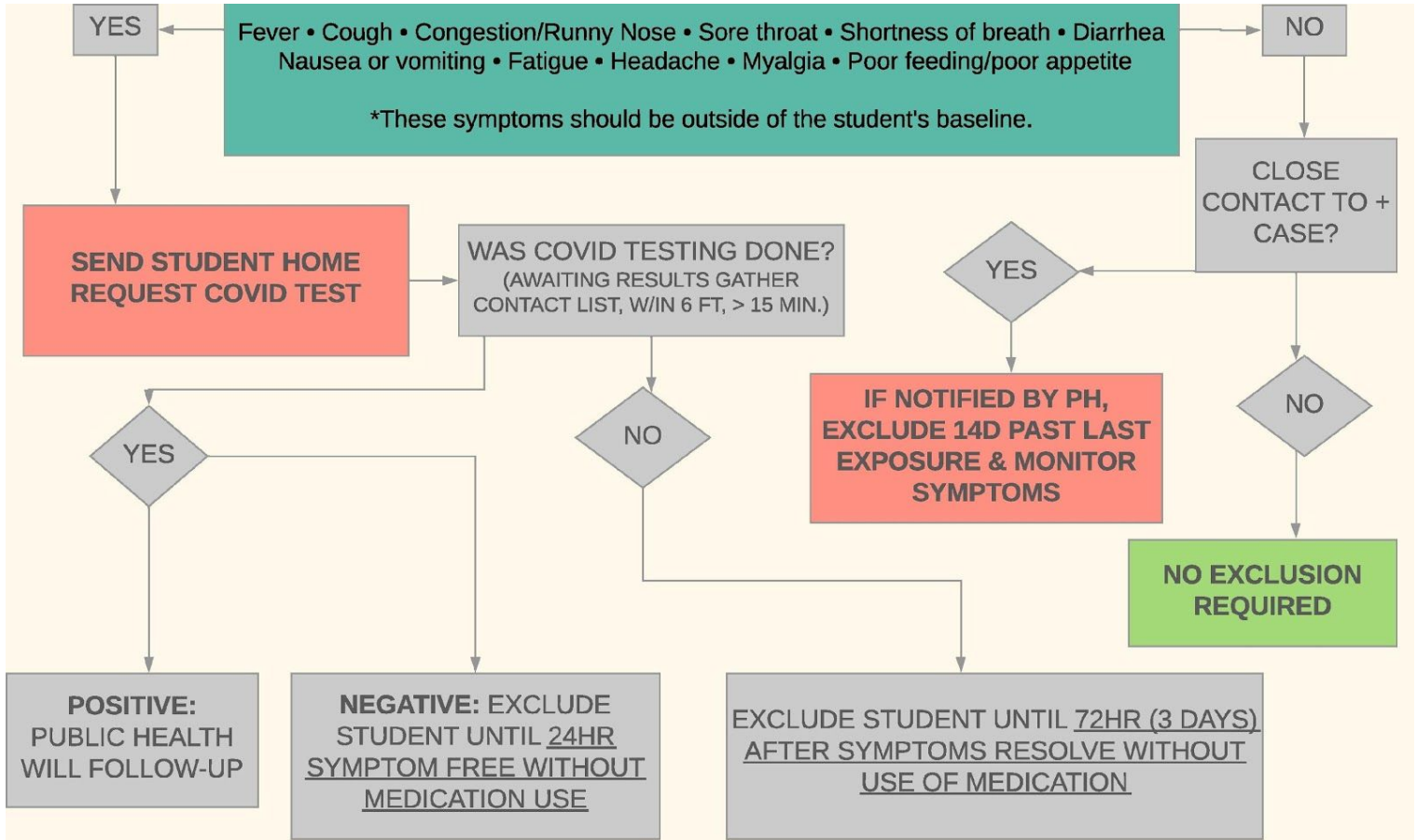
Extracurricular/Cocurricular

This section focuses on extracurricular and cocurricular activities.

- WIAA and County Guidance will be used to make decisions about athletics.
- Conference guidelines and protocols may also be established and used.
- Other Co-curricular activities may continue if social distancing can take place.

Appendix A

If a student/staff experiences any of the following symptoms, the flowchart below will be used.



III Household Members:

COVID positive household: PH will determine "close contacts" and exclude as appropriate, typically this will be 14D since last "exposure" from ill individual.

COVID negative/unknown household: all "well" individuals are able to attend school as usual.

Appendix B

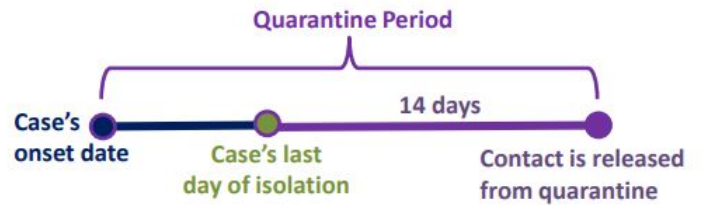
LHD Resource for talking to SYMPTOMATIC Cases and their Contacts about release from isolation and quarantine (revised 5/26/20)

Symptomatic individuals (cases) must observe an **Isolation Period** of at least **10 days since onset** and at least **72 hours well**. Asymptomatic contacts follow the guidance for the minimum 14-day **Quarantine Period**. Isolation and quarantine guidance is available at: <https://www.dhs.wisconsin.gov/covid-19/diagnosed.htm>

HOUSEHOLD CONTACTS of symptomatic cases

People living in the same home as a symptomatic confirmed or probable case should immediately follow **quarantine** procedures. The quarantine period is often* >14 days because of continued exposure while case is infectious. Day 0 of the mandated 14-day quarantine would be the **day the case ends their isolation**.

*If household contacts and cases are able to diligently follow [CDC home isolation guidance](#) at all times, then Day 0 would be the last day they had close contact or were in the same indoor living environment. For many household situations it will be impossible or very difficult to fully implement these guidelines at all times, especially if the home has only 1 bathroom, the case is a child, or the home has a single care-giver.



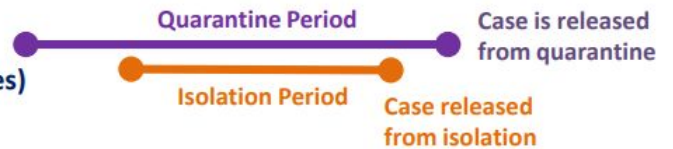
NON-HOUSEHOLD CONTACTS of symptomatic cases

Close contacts that remain asymptomatic can be released from quarantine 14 days after the last time they were in close contact or shared an indoor living environment with the case.



ANY CONTACT who becomes ill and is not tested during quarantine period (e.g., Probable & Suspect Cases)

Must complete their Isolation Period and Quarantine Period, whichever is the later date. Follow isolation requirements during Isolation Period.



CASES (confirmed, probable, suspect)

Must be well (free of fever, productive cough and other acute symptoms of respiratory infection) for **at least 72 hours AND** it must be at least **10 days** since their date of symptom onset.



Appendix C

LHD Resource for talking to ASYMPTOMATIC Cases and their Contacts about release from isolation and quarantine

(revised 6/16/20)

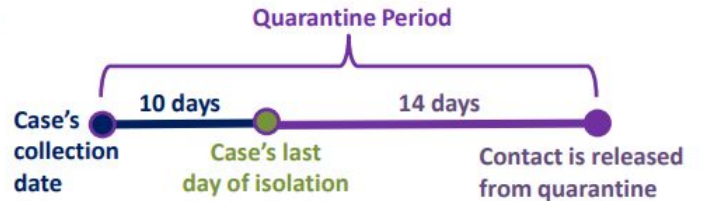
Asymptomatic confirmed cases must observe an **Isolation Period** of at least **10 days since collection date**.

Asymptomatic contacts follow the guidance for the minimum 14-day **Quarantine Period**.

Isolation and quarantine guidance is available at: <https://www.dhs.wisconsin.gov/covid-19/diagnosed.htm>

HOUSEHOLD CONTACTS of asymptomatic cases

People living in the same home as a confirmed asymptomatic case should immediately follow **quarantine** procedures. The quarantine period is often* >14 days because of continued exposure while case is infectious. Day 0 of the mandated 14-day quarantine would be the **day the case ends their isolation**.



*If household contacts and cases are able to diligently follow [CDC home isolation guidance](#) at all times, then Day 0 would be the last day they had close contact or were in the same indoor living environment. For many household situations it will be impossible or very difficult to fully implement these guidelines at all times, especially if the home has only 1 bathroom, the case is a child, or the home has a single care-giver.

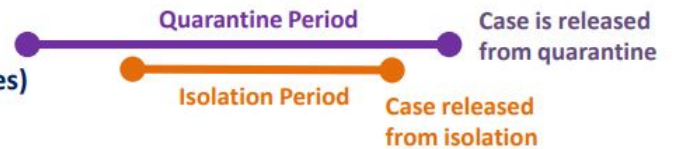
NON-HOUSEHOLD CONTACTS of asymptomatic cases

Close contacts that remain asymptomatic can be released from quarantine 14 days after the last time they were in close contact or shared an indoor living environment with the case.



ANY CONTACT who becomes ill and is not tested during quarantine period (e.g., Probable & Suspect Cases)

Must complete their Isolation Period and Quarantine Period, whichever is the later date. Follow isolation requirements during Isolation Period.



ASYMPTOMATIC CASES (lab-confirmed)

Must be at least **10 days** since their date of specimen collection of the positive lab test.

If an asymptomatic case develops symptoms during their isolation period, they should extend their isolation until at least 10 days after onset and at least 3 days well.

