

Smart Start Plan

Fremont County School District #24

2020-2021 School Year

Draft



Board Approval:
Wyoming Department of Ed Approval:

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Smart Start Plan Review Team

Bruce Thoren, Superintendent
Christina Mills, Secondary Principal
Andrea Gilbertson, Elementary Principal
Ted Robinson, Special Education Director
Kay Watson, Business Manager
Bo Kasper, Facilities Director
Donna Post, Nurse
Cody Myers, School Resource Officer
Greg Hubenka, Transportation Supervisor
Cindy Wallingford, Food Service Director
Jesse Smith, Technology Director
Sally Michelena, Social Worker
Marty Weber, Secondary Teacher
Carmen Vasco, Physical Therapist
Tami Marshall, Special Education Dept
Heidi Christensen, Elementary Teacher
Amber Dye, District Office
Nicole Stone, District Office
Alycia Asmundson, Parent
Erin Cunningham, Parent
Rayne Faubion, Parent
Kassie Holdren, Parent
Michelle Rambo, Parent
Jeanne Dickinson, Parent
Blair Downey, Parent

Communications

Definition of Terms

Prohibitive Medical Condition - an illness/injury that prevents someone from participating in life activities as usual.

High Risk - a person with a medical condition or frailty that makes him/her more likely to become ill

Homebound Instruction - instruction provided to a student that is at home or hospitalized for more than one week due to injury or illness.

Health Orders - enforceable laws that are usually accompanied by one or more Directives which provide legally binding instructions for how to comply

Health Screening - Temperature check and a series of basic questions about your health condition and recent history.

Symptomatic- when a person shows signs of illness. For COVID, cough, fever, and shortness of breath.

Outbreak - a sudden increase of a specific illness in a small area

Social Distancing- also called physical distancing. It means putting space between yourself and others. The CDC recommends 6 feet. It also includes avoiding crowds and groups in public.

Sanitation- measures taken for the sake of health and cleanliness.

PPE - stands for personal protective equipment. Includes masks, face shields, gloves, and other coverings used to prevent the spread of infection.

Protocols- a set of plans for carrying out the expectations of a program

Remote Education- classes delivered by a teacher located in a physical classroom with students present while also providing simultaneous instruction through interactive, realtime technology which allows the student to ask questions, make comments, and interact in real-time with the teacher, classroom students, and other remote students.

Virtual Education- instruction is primarily delivered through technology with the support of a teacher and can include real time instruction. For the purpose of this document virtual education is courses and classes approved by the WDE.

Adapted Learning- the programs of instruction provided to students during a mandated longterm school closure.

Hybrid Learning- a combination of onsite and offsite education delivered through face to face as well as online and paper/pencil work when student and teacher cannot be in the classroom for short amounts of time.

Equitable Education - instruction that is fair, impartial, and nondiscriminatory

Qualitative Data- measurable results

INSTRUCTIONAL DEFINITIONS PER WY STATUTE

Homebound instruction means offering instruction to a student that is at home or hospitalized for more than one week due to injury or illness. W.S. 21-4-402.

Remote education means classes delivered by a teacher located in a physical classroom with students present while also providing simultaneous remote instruction. Remote education instruction is delivered through interactive, synchronous technology which allows the student receiving the remote education to ask questions, make comments, and interact in real-time with the teacher, classroom students, and other remote students. W.S.21-13-330(m)(n)

Virtual education means school district programs and classes approved by the agency pursuant to W.S. 21-2-202(a)(xxxi), 21-13-330(f-k), and the Chapter 41 Virtual Education Rules for delivery when the teacher and student are in separate locations. Virtual education instruction is primarily delivered through technology and can be asynchronous or synchronous.

Tier Definitions

Tier I - Open

In-person classes and activities, as appropriate. Minimal adapted learning on a limited, as-needed basis. Most students in school at the same time under the provisions of current health orders. Social distancing and face coverings to the greatest extent possible. Buildings open to all students.

Tier II - Hybrid

Combination of in-person and adapted learning is required due to local or state health directives. Social distancing and face coverings to the greatest extent possible for those attending in person. Buildings open to some students..

Tier III - Closed

School buildings closed to students due to local or state health directives or orders. School districts will follow provisions in the approved adapted learning plan. Buildings not open to students.

Current Health and Education Guidance

- [State of Wyoming Department of Health COVID-19 Page](#)
- [COVID Testing Data](#)
- [WDE Smart Start Guidance](#)

Operating Principles

As our building reopens in the fall, Fremont County SD #24's goal is to balance a high quality education with the precautions necessary to maintain health and safety for our staff and students. With that as our target the following operating principles will guide our design and decisions:

- Fremont County SD #24 will follow all state and local health guidelines to the best of our ability.
- Fremont County SD #24 will utilize personal protective equipment (PPE) for all as we move forward under the health guidelines.
- FCSD #24 will follow CDC sanitation guidelines to keep buildings and grounds safe for our staff and students.
- FCSD #24 will provide a high quality and equitable education to all students regardless of health related needs.
- FCSD #24 will continue to meet the needs of our students academically, socially, emotionally and physically.
- FCSD #24 will use a leveled approach to our educational delivery in order to provide continued learning and support to students and families in an ever changing health environment.
- FCSD #24 will work with county and state health officials in the development and approval of our Smart Start Plan.
- This document will provide guidance for the district and our families in order to aide in the design, understanding and implementation of FCSD #24's Smart Start Reopening.

Communication Plan

Fremont County SD #24 will have frequent and ongoing communication with staff, students and families regarding the plan and expectations for reopening schools in August of 2020.

Any information regarding exposures or positive cases will be communicated immediately with local health officials for consultation and guidance. Information regarding exposures or positive cases will be communicated to families through building as well as district communication protocols. FERPA guidelines will be followed at all times.

Communication formats and protocols will include the following:

- District wide mailings to all families
- School-level mailings to all families
- Update of plans on shoshonischools.org website
- Text and email blasts to all families that have up to date information in InfiniteCampus
- Local media notifications

- District and school social media sites
- FCSD #24 Board of Trustee notifications

Updates regarding school reopening and Smart Start Plans will be given at each FCSD #24 board meeting beginning on July 30th. Information from these updates will be shared on our district website.

FCSD #24's Leadership Team will regularly evaluate the effectiveness of the Smart Start Plan using attendance, assessments, qualitative data points, and stakeholder input to determine necessary adjustments.

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Safety and Wellness Guidance

STUDENT ARRIVAL TO BUILDING AND THROUGH THE DAY

Safety Protocols (Tier I and Tier II):

- Students will report to homeroom teacher after building entrance
- Elementary students arriving via school transportation will enter through the main k-6 entryway; secondary students arriving via school transportation will enter through the HS entryway - all wearing mask due to social distancing not being feasible at this point
- Elementary student drop off students will enter through the front west entrance
- Secondary student drop off/drive self will enter through the front east entrance
- Outdoor signage to direct students to correct entrance/communication to families prior to start of school
- Parents should screen their children daily for symptoms of COVID-19 before sending their children to school
- Symptom checklist sent per communication pathways and printed magnet
- In addition, temperature checks will be done prior to boarding transportation/entering the building
- Emphasize the importance of staying home when ill
- Student illness protocol letter to families
- Students exhibiting symptoms asked to stay home and be symptom free for 72 hours prior to return to school
- Any student reporting an illness will be sent home. Symptomatic students who are awaiting pickup by a parent or guardian will wear a mask even if separation from healthy students is feasible
- Student personal cloth or disposable mask or school issued disposable mask at transportation or building entrance at the beginning of the school day
- Nurse PPE use during care of student
- Staff will be instructed to remain home if any symptoms are present. Staff who might develop symptoms at work should have access to masks as they leave the building.
- Staff to complete daily health check prior or at time of entering building
- Staff will use personal or issued disposable masks before entering building daily
- [Staff Health and Wellness protocol](#)
- The Nurse's Office is separated into areas for healthy and ill students.
- Students exhibiting potentially infectious symptoms will be in a separate room in the nurse's office where extra ventilation is available while waiting to be picked up
- Hand sanitizer units available at all entrances, classrooms, and transition areas. Sinks with soap dispensers available in all classrooms
- Students encouraged to provide personal cloth masks to wear during the day when social distancing is not feasible or will be provided a disposable mask to use, so they will already have access to a mask should illness symptoms develop at school.
- Any student with reported symptoms will follow CDC and state or local health department guidelines for return to school/work.
- We are arranging spaces to limit the number of close contacts per student and maximize the

- opportunity to not be masked.
- PPE will be provided to school nurses and school staff working with potentially ill students
- Barrier devices will be utilized in classrooms and other spaces as needed to facilitate safety and wellness of students and staff.

Safety Protocols (Tier III):

- The district will comply with any public health recommendations regarding cleaning of facilities.
- Staff in the building would be provided PPE as requested.

TRANSITIONS

Safety Protocols (Tier I and Tier II):

- Staff and students to wear masks in transition in hallways between classes as social distancing not feasible at these times - no change to bell schedule
- Transition to outdoors *during* school day staggered with student spacing in and out w/o mask use
- Frequent hand washing encouraged in classrooms when visibly soiled, after restroom use, before and after eating, after PE and recess; verbal, demonstration, and signage at sinks for health education reinforcement of proper hand hygiene measures
- Water fountains disabled - encourage staff and students to provide own water bottles; plastic, disposable cups in rooms by sinks
- Masks: cloth or disposable face mask requirement when 6ft distancing not feasible (ie: transportation, hallway transition, close group work)
- Wall mounted hand sanitizer units in all entries, classrooms, hallways, gyms, and in transportation vehicles
- P.E. classes will meet outside if possible.
- Any shared student use equipment will be cleaned after each use.
- Adhere to local health department recommendations regarding recess and outdoor activities
- Masks will not be required during P.E. activities.

Safety Protocols (Tier III):

- Staff and employees in buildings will adhere to current health department guidelines in regard to social distancing and PPE.

DISMISSAL

Safety Protocols (Tier I and Tier II):

- Any student with reported symptoms will follow CDC and state or local health department guidelines for return to school/work.
- [Student illness protocol](#)
- Adhere to local health department requirements regarding health and safety protocols, regarding hand washing/hand sanitizer, cleansing equipment, social distancing, etc.
- Frequent hand washing encouraged in classrooms when visibly soiled, after restroom use, before and after eating, after PE and recess; verbal, demonstration, and signage at sinks for health education reinforcement of proper hand hygiene measures
- Wall mounted hand sanitizer units in all entries, classrooms, hallways, gyms, and in transportation vehicles
- Each classroom equipped with sanitizing supplies per guidelines
- Classroom design with student seating adhering to social distancing, partitions, or mask use if not feasible
- Students will exit the building through designated entrances based upon their method of transportation to maintain social distance.

Safety Protocols (Tier III):

- Operate under the provisions of the approved district adapted learning plan.

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School Operations Guidance

TRANSPORTATION

Safety Protocols (Tier I and Tier II):

- Intent to ride the bus will be requested from parents
- Hand sanitizing units at entry of bus to be used before boarding
- Seating will be assigned for all students on all routes
- Attendance rolls taken daily
- Wellness checks filled out by parents daily
- School to supply disposable face masks for students who do not have them
- Paras on buses to help take temps and ensure students are wearing masks and seated appropriately
- All occupants must wear masks at all times on the bus
- Masks need to be on before entering the bus
- 2 students per seat
- Members of same household seated together up to 3 per seat
- Space out students (i.e. social distance) if at all possible
- Parents should stay at the stop until students are allowed on the bus
- Daily cleaning of buses and added to Fleetio (bus management system) post trip
- Vital Oxide sprayed between runs.
- Wiping down frequently touched surfaces
- Designated area on each bus if a student becomes visibly sick enroute
- Protocols for the arrival of the bus at school if a student is sick on the bus
- Training provided to bus drivers pertinent to the changes in their duties (isolating a potentially sick student, cleaning parts of the or entire bus)
- Parents encouraged to provide transportation for child(ren) to and from school if possible
- Signage and protocols on buses and reminders to parents and students

Safety Protocols (Tier III):

- Operate under the provisions of the approved district adapted learning plan.

NUTRITION SERVICES

Safety Protocols (Tier I and Tier II):

- The district will operate district nutrition services in a way that maximizes social distancing, use of face coverings, and appropriate hygiene measures.
- Each nutrition services staff will wear face masks and gloves while serving students and staff and while preparing meals.
- There will be a sanitation station at each serving site and a dumping station will have a cart, bucket, broom, garbage can, gloves, and mop.

- There will be 3 serving sites for a grab-and-go breakfast with a computer (touch screen) connecting to Infinite Campus for charging student and staff meals.
- Students will have a barcoded meal card to be scanned or run through a card reader.
- All students will go to the classroom after picking up grab and go breakfast. Lunch students will pick up their lunches and return to their homerooms or designated eating area. Kindergarten and 1st grade will eat lunch with social distancing in the commons.
- Lunch will be served through the cafeteria line and everything will be served (pre-packaged as needed) by cafeteria staff.
- The Ala Carte will be ALL pre-packaged items or items prepared by cafeteria staff in enclosed containers.
- We will also have the Fresh Fruit and Vegetable program delivered to each classroom in pre-packaged containers.
- Milk and silverware will be served to students.
- Cleaning and sanitation protocols will meet or exceed USDA, state health department, and federal food service guidelines.
- Each serving site will have a sanitation station (sanitation solution, gloves, masks) computer for charging meals and a dumping station (cart, bucket, broom, garbage can and mop).
- Masks will be worn by students and staff
- Any transportation of food to site cafeteria staff will be gloved and masked.
- We will allow pickup lunch for students (not enrolled in classes, virtual school). All meals will be pre-packaged and ordered ahead of time. Lunch and breakfast will be bagged separately.
- Self-serve options will be eliminated from district nutrition services.
- Everything will be pre-packaged and served by cafeteria staff.
- Snacks brought in for birthdays or holiday parties will be limited to packaged items only.
- Water sources other than water fountains will be provided to students.
- Training of nutrition services staff to enhance safety and cleaning measures.
- Hours for staffing needs may need to be increased to allow for nutrition service delivery in hybrid model.

Safety Protocols (Tier III):

- Operate under the provisions of the approved district adapted learning plan.

FACILITIES

Safety Protocols (Tier I and Tier II):

- The district will operate in a way that maximizes social distancing, use of face coverings, and appropriate hygiene measures. When social distancing is not possible, staff and students will wear face coverings to the greatest extent possible.
- Frequent hand washing encouraged in classrooms when visibly soiled, after restroom use, before and after eating, after PE and recess; verbal, demonstration, and signage at sinks for health education reinforcement of proper hand hygiene measures
- Wall mounted hand sanitizer units in all entries, classrooms, hallways, gyms, and in transportation vehicles
- Classroom design with student seating social distancing, partitions, or mask use if not feasible

- Cleaning and sanitation protocols will meet or exceed federal and state guidance.
- Each classroom equipped with sanitizing supplies per guidelines (HULL and microfiber cloths, sanitizing spray, possible UV-C)
- Students and parents will be informed of requirements and protocols, and signage will be displayed when and where appropriate as reminders.
- Outdoor signage and via communication pathways related to directions for entrances for transportation, drop off, and visitors
- Signage at entrances and via communication pathways with visitor policy
- Symptom list signage at entrances and via communication pathways
- Illness protocol to families per communication pathways
- Indoor directional signage
- Parents should screen their children daily for symptoms of COVID-19 before sending their children to school.
- Daily symptom check at home PRIOR to sending students to school
- All doors are on electronic locks which allows us to limit access to the building for employees and students.
- Training provided to all custodial and maintenance staff pertinent to the changes in their duties (enhanced sanitation measures, approved chemicals, etc).

Safety Protocols (Tier II):

- Protocols for cleaning and sanitizing a building if a student or staff member tests positive for COVID-19 per current local, state and CDC guidelines.
 - -Close area, Do not enter the area for 24 hours
 - -Sanitize area per current CDC guidelines after 24 hours
- Provide training to custodial and maintenance staff pertinent to the changes in their duties (for example, enhanced sanitation measures, approved chemicals) enhanced safety measures and cleaning measures).
- Classrooms supplied with cleaning kits (gloves, cleaning spray, and wipes)

Safety Protocols (Tier III):

- Operate under the provisions of the approved district adapted learning plan.

ACTIVITIES

Safety Protocols (Tier I and Tier II):

- The district will follow the guidance provided by the Wyoming High School Activities Association.
- Athletes will be screened prior to participating in allowable sanctioned sports.
- The district will employ enhanced sanitation and cleaning measures.

Safety Protocols (Tier III):

- Operate under the provisions of the approved district adapted learning plan.

Instruction and Technology

Tier I - Open

- On-site student learning will occur in accordance with state or local public health directives or orders.
- The district will provide high quality standards-based instruction for all students.
- The district will provide all “specially designed instruction” and related services as indicated on the student’s IEP. Parents will be notified of all changes to specially designed instruction or related service delivery.
- If students qualify for homebound instruction with a prohibitive medical condition or will be attending remotely:
 - Teachers must be in their classroom instructing face-to-face students while simultaneously instructing remote students.
 - Attendance is tracked twice a day (elementary) or each class period (middle/secondary).
- Students will be assessed for learning gaps at the beginning of the school year.
- Schools, students, and parents need to be prepared to pivot from face-to-face instruction to adapted learning on short notice due to changes in health orders.
- School teams and staff will reach out on a regular basis to foster positive relationships with individual students and to assess the social-emotional needs of those students.

Tier II - Hybrid

See Tier I Action steps for those physically attending school.

- Students will be on a blended system of learning, being at school in-person for a certain number of days during the week, and will participate in remote learning the other days of the week when not physically at school.
 - An outlined, modified schedule of in-person and remote learning will be shared.
 - Provide equipment and services to allow access
 - If access is not possible, determine how instruction will be delivered.
- The district will maintain technology accommodations for remote learning in daily classroom settings.
- Professional development will provide in-person, or interactive video training which offers an opportunity to practice new programs and strategies planned to be used to support learning in Tier II.
- Professional development will be provided to teachers, as well as parents and students, to support learning outside the classroom as deemed necessary.
- The district will survey parents on connectivity, devices, number of users and tech limitations and additional needs. Priority for connectivity is ISP > Hot Spots > Other connectivity means > Paper packets.
- The district will strive to provide a consistent platform for delivery of academic work, reminders, and communication (Canvas, Class Dojo, etc.).
- The district will provide professional development to help staff understand downloadable content and how to create opportunities for students to work ‘off-line’ to minimize connectivity requirements.
- The district will focus on strategies for successful learning during hybrid and/or on-line classrooms in preparation for a modified school schedule.

- Students will be informed of internet access points around the district.

Tier III - Closed

- The district will implement the approved adapted learning plan when state or local public health directives or orders require schools to close.
- Schools will assess the success and effectiveness of student learning in the adapted learning environment.
- Adapted learning will include interactive learning sessions daily.

Concurrent Enrollment – Concurrent courses fall under higher education standards for completion and content, and it is necessary to establish a contingency plan if closures become necessary. This plan should identify how a distance education version of the course will be offered (LMS, synchronous vs. asynchronous, etc.), what content must be completed, alternative grading system and attending policy, and a timeline that includes completion date.

Dual Enrollment – These courses are covered by community college policy rather than K-12 policy. Therefore, districts should communicate this information to students enrolled in dual enrollment courses and advise them to follow guidance from their community college instructor if course delivery methods change due to COVID-19 conditions.

- Review previous year’s assessments to calibrate individualized learning.
- Off-site learning is available for students unable to attend school in person.
- Students will utilize assigned devices to minimize transmitting germs between multiple users
- Devices should be sanitized after each use.
- Strategies to guarantee assessments are valid.
- On-line feed to classroom activities is available for students.
- Shared devices and equipment will be sanitized between users, and at the end of each day.
- School teams reach out on a regular basis to foster positive relationships with individual students (Social Emotional Learning).

Activities

Fremont County School District #24 strongly supports the integration of athletic programs and performing arts, as well as recognizes the value of play time. We believe these activities not only promote community and sportsmanship, they are fundamental to the human experience. We realize these activities may inhibit the ability to wear face coverings and may conflict with the importance of physical distancing; however, through thoughtful planning and well-implemented and proactive measures, we believe we can safely provide all students an experience where the risks are low and rewards are high.

Athletics

Fremont County School District #24 will follow all guidelines provided by the Wyoming High School Activities Association (WHSAA) and the recommendations from the National Federation of High Schools (NFHS) regarding team sports and activities.

- FCSD24 has consulted national, state and local health department protocols and guidance in the creation of our “phased” return to in-person activities plan.
- FCSD24 will require all parents/students participating in athletics to sign an Assumption of Risk Waiver indicating their understanding of the health and safety risk and protocols in place to reduce the exposure to the COVID-19 virus.
- In compliance with the District’s health orders, there is a possibility that students may be

asked to withdraw from participating in athletics.

- FCSD24 coaches and athletes will be required to have their temperature checked and participate in a brief health review each time they come on campus to monitor the general health of participants prior to activities.
- Participants will be grouped in student cohorts to minimize the potential for spreading the virus. If someone becomes sick, we will be able to quickly identify other students who have been in contact with that student because of these cohort groups.
- Based on national and state guidelines, district athletic directors and coaches will meet to ensure a clear understanding of the required safety measures and protocols that have been established to minimize the exposure or spread of the COVID-19 virus.
- Players should refrain from wearing face coverings during strenuous activity.

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Appendix

Daily Screening to be Conducted by Parents

Parents should check daily for signs of illness before sending children to school. Students with any illness must stay home. The following can be used as a guide: [Please note, the recognized symptoms of COVID-19 will likely continue to be refined over time; therefore, list will be updated as necessary.]

- Does your student have any of the following symptoms:
 - A cough
 - Shortness of breath or difficulty breathing
 - A fever of 100°F or higher or a sense of having a fever
 - A sore throat
 - Chills
 - New loss of taste or smell
 - Muscle or body aches
 - Nausea/vomiting/diarrhea
 - Congestion/running nose – not related to seasonal allergies
 - Unusual fatigue
- Does anyone in your household have any of the above symptoms?
- Has your student been in close contact with anyone with suspected or confirmed COVID-19?

The student must be excluded from school if the answer to any of the above questions is “yes.”