



Daleville Community Schools
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Re-opening Schools 2020-2021

Frequently Asked Questions

TO: All Patrons of Daleville Community Schools
FROM: Paul Garrison, Superintendent
DATE: August 3, 2020

Revised August 3, 2020

Revisions are highlighted in yellow

Every day at Daleville Community schools our primary concern is the education, the safety and the well-being of every student we have the privilege of serving every day. It is our belief that every student is best served by face-to-face instruction delivered in a school environment where-in a highly-qualified teacher can deliver instruction, assess each student's progress and respond personally and effectively to the needs of the student. With this in mind, we will do all within our power to deliver the best education possible to our students while doing all within our power to keep them as safe as possible in our school environment. It is our hope this school year to have every student, physically attend school at our facilities each school day during the year. Recognizing that this is not always possible, we will also offer each student/parent an eLearning option that will keep students who select eLearning on pace with our students who elect to attend school in person each day.

We recognize that as we proceed with the school year and individual health conditions change, or when we receive additional guidance from state and national agencies, adjustments will become necessary. In our planning, we will use Centers for Disease Control (CDC), Indiana Department of Education (IDOE), and Delaware County Health Department guidance regarding social distancing and cleaning as much as is practical in our school setting. The following questions and answers are not meant to be an all-inclusive list, but a general guide of how the day to day operations will be handled within our schools. Most recent updates to this document are high-lighted in yellow for the reader's convenience.

FAQs

What is the reopening status of Daleville Community Schools?

Daleville Community Schools has resumed summer athletic activities in accordance with the IN-Class plan from the Indiana Department of Education (IDOE) and the Indiana High School Athletic Association (IHSAA) beginning Monday, July 6, 2020.

We are anticipating starting our school year for students beginning on Monday, August 10, 2020. Our school day for each building will dismiss 30 minutes earlier than last year. Daleville Elementary School Classes will begin at 7:53 AM and end at 2:10 PM each day. Daleville junior Senior High School Classes will begin at 7:55 AM and end at 2:30 PM each day. Both buildings will be open each morning at 7:30 AM.

Will Daleville Community Schools offer an eLearning option to students?

It is our plan to offer an eLearning option for those who are not quite ready for face-to-face instruction. We understand that your goal, as a parent, is to provide your child with the best education in the least disruptive method. That is why our plan for those choosing eLearning at the beginning or at any time

needed throughout the year will keep pace with those students who remain in the face-to-face setting. Our goal at Daleville Community Schools is for students who need the eLearning option, to be able to transition from eLearning to the classroom or vice-versa seamlessly and without loss of instruction.

It is our expectation that once a student selects eLearning as their service option he/she will keep that option through the nine-week grading period. An exception to this would be for students who are required to move to that option because of a COVID-19 or symptomatic related quarantine, etc. when remaining as a face-to-face student is not an option.

What are the protocols for the use of face masks, face coverings, and face shields?

A face covering means a cloth which covers the nose and mouth and is secured to the head with ties, straps, or loops over the ears or is simply wrapped around the lower face (gaiter). A face shield is a mask, typically made of clear plastic, which covers the nose and mouth. All of these are appropriate for school.

The Governor's Executive Order 20-39 now requires face coverings or face shields to be worn by all students in grades 3 and above, by all faculty, by all staff, by all vendors, by all contractors, by all volunteers, and by all visitors, when physically present in any school building, facility, or on school grounds at all times unless they fall in to a specific, listed exemption.

All students in grades **K-12** and all staff members are expected to come to school on their first day of attendance with a mask. No student will be able to ride a school bus or enter the school building without having on a mask. They are expected to bring a mask to school each day. On the first day of school students will receive an additional cloth mask at school to be used for this purpose. Students and parents are responsible for seeing that they have a clean/sanitary mask to wear to school each day.

Grades K-12: It is highly recommended that all students in grades K, 1, and 2, wear a mask. All students in grades K-2 will be required to wear a mask on the bus and in hallways during transition times as directed by their teachers.

Grades 3-12: All **students in grades 3-12 are required** to wear face coverings or face shields when physically present in any school building, facility, or on school grounds at all times unless they fall in to a specific, listed exemption below. Students will be able to remove masks in the classroom at the direction and of the teacher in charge of the class, when qualified to do so by the appropriate exemption as listed in the Governor's Executive Order (as outlined below).

Our staff will work with students to help them find appropriate and safe times throughout the day to take breaks to remove their masks under the requirements of the order.

EXEMPTIONS:

1. Food consumption: Face coverings or face shields are not required while eating or drinking.
2. Faculty/Staff Faculty and staff, while working – other than to prepare food or meals – along with other individuals who are in a room, office or place, where all persons not of the same household can maintain six (6) feet of social distance from each other.
3. Classroom Settings:
 - Where a classroom or place of instruction can be configured so that all students and instructors can maintain six (6) feet of social distancing from one another at all times, face coverings or face shields do not need to be worn during in-person educational instruction, or

- Where a classroom or place of instruction can be configured so that all students can maintain three (3) feet of social distancing from one another at all times, and where students are positioned to face in the same direction, face coverings or face shields do not need to be worn during in-person instruction by students. Instructors however, must wear a face covering or face shield unless the instructor(s) can maintain six (6) feet of social distancing from students. If the instructor can maintain six (6) feet of social distance from students, the instructor may remove a face covering or face shield.
 - Where a classroom or place of instruction cannot be configured so that all students and instructors can maintain six (6) feet of social distance or at least three (3) feet of social distancing from one another with the students facing the same direction at all times, face coverings or face shields must be worn during in-person educational instruction by students. Instructors must wear a face covering or face shield unless the instructor(s) can maintain six (6) feet of social distancing from students. In this case when social distancing cannot be maintained, at the direction of the instructor, a student may be permitted to remove his/her mask on an intermittent and temporary basis.
4. Any person with a physician's certification of a medical condition, mental health condition, or disability which prevents wearing a face covering or face shield is exempt from wearing such a face covering.
 5. Any person with a physician's certification, who is deaf or hard of hearing, or communicating with a person who is deaf or hard of hearing, where the ability to see the mouth is essential for communication, is exempt from wearing such a face covering when involved in those situations.

What if my student has a medical situation that does not allow him or her to wear a mask for extended periods of time?

Please contact your student's building principal to work out a plan to best support the needs of your student.

Will students and employees be screened?

In accordance with guidance received from IDOE, all Daleville students, parents, and employees are asked to self-screen each day prior to attending school. This is based on the latest guidance from the Indiana Health Commissioner. A self-screening checklist will be provided to all families, and families are asked to review it daily with students prior to sending them to school. Students, parents, and employees should recognize the following COVID-19 related symptoms:

- fever of 100.4 degrees or greater
- cough
- shortness of breath or difficulty breathing
- chills and/or repeated shaking with chills
- muscle pain
- headache
- sore throat
- new loss of taste or smell

Students or employees exhibiting any of these symptoms are asked to remain at home until symptoms are no longer present.

If any student or staff member exhibits these symptoms at school we will follow protocols recommended by the Indiana State department of Health. In most cases this will require a 10-14 day isolation from school and/or physician's diagnosis.

When can a student return to school after being excluded for an illness?

Students may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Untested with Alternative Explanation (strep, influenza, etc. as determined by a provider)

Students may return to school after 24 hours fever-free without fever-reducing medication AND a note from a provider stating the individual has an alternative diagnosis and the provider believes it's appropriate for the student to return to school.

Untested without Alternative Explanation

Students who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following conditions are met:

- Must remain home for at least 10 days from the first day symptoms appeared AND
- 24 hours fever-free without fever-reducing medicine and with improvement of symptoms

The state [website](#) has a list of over 200 testing facilities, their location, and hours of operation. This list is updated frequently.

Tested and Negative - Symptomatic

- If there is no alternative explanation, isolate for at least 10 days from the first day symptoms appeared AND 24 hours fever-free without fever-reducing medications and with improvement of symptoms OR
- The individual can return to school if tested negative AND with a note from the provider stating they believe the patient to have an alternative diagnosis and it's appropriate for the patient to return to school.

Tested and Negative - Asymptomatic

- May proceed with attending school as long as the individual has no exposure to a positive case.
- A known close contact (within 6 feet for a confirmed case for more than 15 minutes) must complete a 14-day quarantine, even if the test results are negative for COVID-19.

Tested and Positive - Symptomatic

Students who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- At least 10 calendar days have passed since symptoms first appeared and the patient has remained home in isolation, AND
- 24 hours fever-free without fever-reducing medications and with improvement of symptoms

Tested and Positive - Asymptomatic

Students who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days past their test without symptoms and have been preferably released by a healthcare provider. Students may also return if they are approved to do so in writing by the student's health care provider. If the individual develops symptoms, then isolation time starts on day 1 of symptoms (see Tested Positive - Symptomatic)

Close Contact

If an individual becomes symptomatic, refer to the symptomatic scenarios. The individual must quarantine for 14 days after contact with the COVID-19 positive person even if the student has an alternate diagnosis for symptoms.

What precautions are being implemented regarding social distancing?

Principals will develop procedures to minimize or eliminate any time spent in large groups during morning arrival, during the day, or during departure. When appropriate and practical physical Plexiglas barriers will be used to help with social distancing protocols. Recess will be staggered to minimize group sizes on the playground at any given time. Within classrooms, desks will be set up with students facing to front of the room and with as much distance as is practically possible between students so that students do not face each other in regular seating patterns. Seating charts will be maintained for each classroom so that the same students are using the same spaces as much as possible. Outside of classrooms students will be kept in class groups when possible with social distancing between such groups as much as practical.

How will lunch be served?

Food trays will be prepared for students by cafeteria staff practicing sanitary procedures and self service will be eliminated. Students may bring a lunch from home if that is desired. Additional lunch periods will be added as needed and additional lunch space secured in order to social distance as much as possible between tables and classroom groups of students. Lunch seating may be assigned if that is seen as necessary.

What precautions will be taken during bus transportation?

Parents are encouraged and may provide transportation for their students to and from school if they seek further social distancing than the school can provide on busses. Students will have assigned seats and are required to wear face masks when riding the bus. Bus drivers will wear either face masks and/or face shields during their routes. Hand sanitizer will be made available to students as may be possible. Students must have a mask and be wearing it before being permitted to board a bus.

Will field trips be held?

Traditional Field trips and all-school assemblies are postponed or canceled until further notice. Outside activities by individual classes may occur which may include short walking trips where social distancing can occur.

Will before and after school latch-key services be provided?

Latch-key childcare services will be provided as in the past. Social distancing and smaller group sizes will be encouraged when additional space and additional adult staff is available.

Will visits be allowed to the school?

Visitors and non-instructional volunteers will not be permitted during the school day until further notice. Parents may make appointments to complete business in school offices. The schools will continue to utilize student teaching and practicum students from college teacher preparation programs on a regulated basis regarding social distancing as much as is practical.

Will water fountains be available?

In keeping with guidance from IDOE, school drinking fountains may not be used until further notice. Bottle refill stations will be available on a scheduled basis. Students and employees may bring water

containers from home for use at school. Hand sanitizer will be available close to bottle fill stations and all will be encouraged to sanitize hands before and/or after use. The water bottle fill stations will be cleaned and sanitized frequently during the day by school custodial staff. Students and staff are encouraged to bring sanitary water bottles from home each day.

What will be the cleaning/sanitary procedures maintained at the schools?

Students will be scheduled and encouraged to wash hands and/or use hand sanitizer frequently between activities at school each day, especially prior to lunch. Hand sanitizer will be readily available in cafeterias and near main entrances. Classrooms and highly trafficked area will be cleaned and sanitized nightly. High traffic areas, physical fitness equipment, playground equipment, and classroom spaces used by multiple school student groups will be sanitized much more frequently. Supervising teachers will encourage students to sanitize equipment between uses.

How will student/employees with symptoms be housed at school?

In the event that any person at school exhibits symptoms of COVID-19, the person will be housed in a designated, isolated area to be monitored by the school nurse or nurse's aide until the individual is able to proceed to their home. Such an area will be designated in each building and will be thoroughly cleaned and sanitized after each use. Principals, with consultation of the school nurse, will determine the location at each school.

What if a case of COVID-19 is confirmed at school?

If a case of COVID-19 is confirmed at school, Daleville Community Schools will consult with the Delaware County Health Department to determine whether a school closure or partial school closure is necessary and for what length of time it should last. Current guidance suggests a closure of two to five (2-5) days for the first confirmed case. Teachers will be ready for virtual instruction in the event of such closures, which may be for the effected school and not the entire district. At this time the Indiana Department of Health does not recommend closing all schools in an entire district for small numbers of cases within a single school building.

How will virtual learning be handled in the event of school closure?

In the event of a school closure due to a local outbreak of COVID-19, any affected school will move to eLearning for the length of the closure.

When would an employee or student with symptoms (not a test confirmed case) return to school?

After the student or employee is excluded from school due to exhibiting COVID-19 symptoms, the school will follow IDOE/Health Department guidelines regarding return to school. A flow chart will be developed and communicated by school nursing staff for return-to-school following the exhibit of symptoms.

Will the school calendar be altered?

At this point, there are no plans to change the adopted school calendar for school year 2020-2021.

When will full-time employees resume regular work?

Regular work hours are now in effect for employees. Any employee who does not typically work during summer break will begin working on August 10, 2020 on the students first day of school unless they are notified to report earlier by their supervisor.

How will leave be affected for employees?

Daleville Community Schools will follow local policy and collective bargaining agreements relating to employee leave. The Families First Coronavirus Response Act (FFCRA) entitles employees who are

ordered to be in quarantine or have other defined, related circumstances to continue to be paid without using accumulated leave for up to two (2) weeks. If an employee has a disability or underlying health condition that qualifies as a disability, the school may be required to provide accommodations. Employees should check with their immediate supervisors for more details.

Is this document subject to change?

Of course in the environment we find ourselves in during this COVID-19 Health Emergency guidance from the agencies we are monitoring is subject to change. We will change our reopening plan and our plans for daily service depending on the latest information and guidance we receive in order to promote both the safety of our students and their educational progress.

Whom do I contact for more information?

For building-level questions, including eLearning options, contact your school's principal.