

**STANLEY PUBLIC SCHOOL**  
**“HOME OF THE BLUE JAYS”**



**Smart Restart**  
**Health and Safety Plan**

## Our Motto

Empowering learners. Inspiring success.

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## Our Mission

Preparing today's students to succeed in tomorrow's world.

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## Our Vision

Stanley Community schools believe in creating relationships and opportunities that will provide skills necessary for learners to become successful through a culture of growth and lifelong learning.

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## Priorities

Stanley Public Schools will continue to work with state agencies and community partners to collaborate to achieve common goals. We will be focusing on these key priorities:

- Health and Safety of Staff and Students
- Equity and Inclusion
- Meeting the Needs of Diverse Learners
- Fiscal Accountability and Measurable Results

## Purpose

Ensure that every student in Stanley Public Schools receives an equitable education and has equal access to learning and instruction during the COVID-19 pandemic.

## DEFINITIONS

<b>Distance Learning</b>	Includes virtual, online, ITV, alternate locations, instructional telephone calls, and all learning that is offered through alternate means rather than on-campus, face-to-face. More specific subject-matter could be provided through content download (e.g., using laptops and smart-phones) and communication by phone (e.g., conference calls and one-on-one calls). Depending on grade level, materials used might include books, textbooks, workbooks, worksheets, email, television (e.g., DVD, cable, streaming), and Internet content (e.g., websites, games).
<b>Hybrid</b>	Students attending school on alternate days, so some students are learning part-time in school and some students are learning part-time at home. Based on conditions, hybrid schedules could be implemented in a single school, within a cluster of schools or districtwide.
<b>Synchronous Online Learning</b>	Instruction that occurs at the same time, but not at the same place (e.g., chat, streaming, video, instant messaging, web conferences).
<b>Asynchronous Online Learning</b>	Learning that occurs on the student’s schedule with capability for remote communication and assessment (e.g., email or learning management systems that deliver, track, and manage classes or projects).
<b>Learning Management Systems (LMS)</b>	A learning management system is a software application for the administration, documentation, tracking, reporting, automation and delivery of educational courses, training programs, or learning and development programs. (i.e., Microsoft Teams, SeeSaw, etc.)
<b>Individualized education plan (IEP)</b>	The Individualized Education Program, often called the IEP, is a legal document under United States law that is developed for each public school child in the U.S. who needs special education. It is created through a team of the child's parent and district personnel who are knowledgeable about the child's needs.
<b>504</b>	Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112, 87 Stat. 394, codified at 29 U.S.C. § 701 et seq., is American legislation that guarantees certain rights to people with disabilities. It was one of the first U.S. federal civil rights laws offering protection for people with disabilities.
<b>Individual Learning Plan (ILP)</b>	An individualized learning plan is both a document and a process that students use – with support from school counselors, teachers, and parents – to define their career goals and postsecondary plans in order to inform their decisions about their courses and activities throughout high school.

## INTRODUCTION

In March 2020, Stanley schools closed its school buildings for in-person learning due to the outbreak of COVID-19 and related public health orders. For the remainder of the spring semester, students engaged in remote learning throughout the district. While our preferred model of instructional delivery is a traditional face-to-face educational environment, we anticipate continued public health restrictions throughout this upcoming school year. The purpose of this Learning Plan is to maximize in-person learning opportunities. Stanley Public School District has crafted a plan that allows us to respond quickly to changing local, regional, state and national conditions. As conditions change, we may be forced to change how we provide instruction during the school year. Stanley's Learning Plan includes a system that outlines what students, staff and parents can expect under different conditions. It should be noted that different schools may be at different levels of risk and so the implementation of education may vary from school to school at times.

- **Phase I: Stanley schools will reopen with all students attending school full time, either face-to-face or through synchronous online learning.** Synchronous online learning means learning occurs at the same time, but not at the same place (e.g., chat, streaming, video, instant messaging, web conferences). Students engaged in synchronous online learning will attend regular classes in real time from a remote location.
- **Phase II: Building capacity will be limited to help insure proper spacing.** Some students will be learning in school and some students will be learning synchronously at home. Option 1: We will target specific student populations that need additional support within the building. Option 2: We will have alternating A/B days for students.
- **Phase III: Stanley Schools will close schools and shift to remote learning for all students.**

Stanley School's Learning Plan and Health and Safety Plan includes recommendations from health officials, and contains reasonable procedures to try and mitigate risks and minimize the spread of COVID-19. To accomplish our goal of reopening schools, it is imperative all students, staff and parents do their part by following health department guidance whether they're at school or out in the community. Everyone will also need to monitor their health and stay home if they are feeling sick or showing symptoms of COVID-19.

Our Health and Safety Plan was drafted with input from stakeholders including parents, teachers, staff and local health officials. It includes feedback from hundreds of survey responses. **The plan is a living document and will be updated in accordance with new guidance** from the Governor's office, the North Dakota Department of Health, North Dakota Department of Public Instruction, the ND High School Activities Association and local Health Officials.

## ASSUMPTIONS AND ASSURANCES

### Beliefs

- Every student should have the opportunity to engage in learning, regardless of the spread of COVID-19 in our community.
- Schools have a vital role in providing safe environments for students, focusing on both social-emotional and physical health.
- By working together with educators, staff, health care professionals, parents, students, and community members, we can solve most challenges.
- Our district will make decisions based on the most current guidance from local, state, and national health care officials.
- Our School Board will ensure our plan meets the needs of our students, educators, staff and community.

### Planning Team

The Stanley School Districts Return to Learning Plan was crafted and reviewed by a team consisting of the following:

- Administrators
  - Tim Holte
  - Alecia Pulver
  - Erica Klabunde
  - Brooks Stafslie
- Educators
  - Teachers & staff (Elementary & HS)
  - Technology Coordinator
- North Dakota Department of Health
  - Upper Missouri District Health Unit
- Health Professionals
  - MCMC providers

### COVID-19 Building Level Coordinators

Stanley School District has identified Erica Klabunde, elementary principal, as the COVID-19 Coordinator for the Stanley Elementary School and Alecia Pulver, high school principal, as the COVID-19 Coordinator for Stanley High School. They will be responsible for the health and safety preparedness and response planning in their respective buildings. These coordinators will make themselves available to the NDDoH 24 hours a day / 7 days a week to respond to phone calls from public health. This position will assist public health in identifying and notifying close contacts in the school setting. The coordinator will report cases of COVID-19, found in the school setting, to health officials and the State Superintendent's office.

## HEALTH AND SAFETY GUIDANCE

The district strives to provide a healthy and safe environment for all who occupy our schools. The following guidelines are intended to provide a framework for the district's response to COVID-19.

### Resources

- ND Department of Public Instruction  
<https://www.nd.gov/dpi/parentscommunity/nddpi-updates-and-guidance-covid-19>
- ND Department of Health  
<https://www.health.nd.gov/diseases-conditions/coronavirus>
- Center for Disease Control and Prevention  
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
- Upper Missouri District Health  
<https://www.umdhu.org/>

### Best Intentions

Despite taking reasonable precautions, there is no guarantee that our schools will be without risk as it relates to COVID-19. The virus could be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, will not prevent any student or staff member from being in contact with the virus.

## HEALTH AND SAFETY PROTOCOLS

### Student and Staff Health

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. Stanley Public School District will take the following measures to ensure all students and staff are healthy while they are at school.

### Identifying Students & Staff at Higher Risk

- Back to School and enrollment processes will include a letter asking families to contact the school to identify if their child is at-risk, based on a health professionals' diagnosis. This information will be provided to the building principal (COVID-19 Coordinator) who will contact the family and discuss instructional model options.
- The Superintendent will inquire of all employees if they are at-risk, based on a health professionals' diagnosis. The Superintendent will work in partnership with the building principals and the employee to coordinate adjustments to the work schedule or workplace.
- When the NDDoH or our local health agencies inform the district of a student or staff member that is COVID-19 positive that information will be passed on to the Superintendent and/or building Principal as allowable within district policy and law.

### Ill Employees or Students

Employees or children who are ill and meet the following criteria will not be allowed in school district buses or buildings. If students/staff meet any of these criteria they should not come to school or if they develop the symptoms at school they will be immediately sent home:

- Fever of 100.4° F; OR
- Loss of taste and/or smell; OR
- Two or more symptoms of
  - Fatigue
  - Headache
  - Muscle/body aches
  - Chills
  - Cough
  - Shortness of breath
  - Sore throat
  - Congestion/runny nose
  - Nausea
  - Vomiting
  - Diarrhea
  - Abdominal pain

Employees and students will not be allowed back into the building until either (1) tested negative for COVID-19 OR (2) diagnosed by a health care provider with another illness that does not require them to be prohibited from entering the building OR (3) for 10 days from onset AND fever-free for 24 hours (without the use of fever-reducing medications) AND symptoms are improving, whichever is longer.

### Daily Health Screening Before Entering the School Building

Parents, staff, and students are asked to review this daily health checklist by answering these questions before entering the school or sending their child to school. **The questionnaire should not be sent to the school.**

1. Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?  
Yes\_\_\_\_ No\_\_\_\_
2. Does your child have a fever of 100.4 or greater?  
Yes\_\_\_\_ No\_\_\_\_
3. Does your child have a new loss of taste and/or smell?  
Yes\_\_\_\_ No\_\_\_\_
4. Does your child have fatigue?  
Yes\_\_\_\_ No\_\_\_\_

5. Does your child have a headache?  
Yes \_\_\_ No \_\_\_
6. Does your child have new or worsening muscle or body aches?  
Yes \_\_\_ No \_\_\_
7. Does your child have chills?  
Yes \_\_\_ No \_\_\_
8. Does your child have a new or worsening cough?  
Yes \_\_\_ No \_\_\_
9. Does your child have a new or worsening shortness of breath?  
Yes \_\_\_ No \_\_\_
10. Does your child have a sore throat?  
Yes \_\_\_ No \_\_\_
11. Does your child have congestion/runny nose?  
Yes \_\_\_ No \_\_\_
12. Does your child have nausea?  
Yes \_\_\_ No \_\_\_
13. Has your child been vomiting?  
Yes \_\_\_ No \_\_\_
14. Does your child have diarrhea?  
Yes \_\_\_ No \_\_\_
15. Does your child have abdominal pain?  
Yes \_\_\_ No \_\_\_

If you answered yes to questions 1, 2 or 3 do not enter the school or send your student to school. If you answered yes to any 2 questions from 4-15 do not enter the school or send your student to school.

### **Isolation & Quarantine**

- Definitions (see appendix for more information).
  - Isolation – For people who are already sick from the virus. A prevention strategy used to separate people who are sick with the virus from healthy people.

- Quarantine – For people who are not sick but have been exposed to the virus. A prevention strategy used to monitor people who were exposed for a period of time.
- When a positive case is reported, the Stanley School District will work with the Upper Missouri District Health Unit on a case by case basis to identify and isolate based on the ND Department of Health guidelines.

**If a student or staff member becomes sick at school (or at a school event)**

- Student
  - Direct/escort the child to the designated isolated area and notify the secretary.
  - The child shall be provided a facial covering and be isolated from others.
  - Parents/guardians will be contacted to pick up their child and will follow the visitor procedure.
- Staff
  - Inform your administrator immediately and a replacement staff member will cover your room. Wear a mask/face shield as you leave the building.
  - Leave the school building/grounds and consult with a healthcare professional.

**Return to School**

- When a student or staff member has been isolated or quarantined as directed by NDDoH or local health agencies they will be allowed to return to school after being cleared by the NDDoH.

**FACILITY ACCOMODATIONS AND PROTOCOLS**

**Protect Yourself and Others**

Phase I:

- Wash your hands with soap and water for at least 20 seconds often (use hand sanitizer if necessary)
- Avoid close contact
- Cover coughs and sneezes
- Clean and disinfect
- Face masks are encouraged
- Monitor your health daily

Phase II:

- Wash your hands with soap and water for at least 20 seconds often (use hand sanitizer if necessary)
- Avoid close contact
- Cover coughs and sneezes
- Clean and disinfect
- Face masks are recommended
- Monitor your health daily

Phase III:

- School buildings will be closed

**Precautionary Measures**

Phase I:

- Maintain social distancing whenever possible
- Hand Sanitizer in each classroom
- Assigned Seating - bus/desk/etc.
- Junior/High School disinfecting of desks between classes
- Electronic submission of papers
- The sharing of instructional materials should be limited as much as possible
- Minimize mixing of grade level groups to simplify contact tracing
- Regular sanitizing of bathrooms and common areas

Phase II:

- Decreased population in the school building
- Increased cleaning of shared spaces
- More emphasis placed on social distancing
- Hand Sanitizer in each classroom
- Assigned Seating - bus/desk/etc.
- Junior/High School disinfecting of desks between classes
- Electronic submission of papers
- The sharing of instructional materials will be prohibited
- Minimize mixing of grade level groups to simplify contact tracing
- Staggered dismissal times between classes and at the end of the day
- Regular sanitizing of bathrooms and commons areas

Phase III:

- School buildings will be closed

**Student Entry**

- Stanley Elementary School
  - Students should enter through front office door **no earlier than 8:00am**.
  - Students will proceed to breakfast or recess. K-3 morning recess on the east playground, 4-6 morning recess on the west playground.
  - Buses will drop students off at Door #4 (northeast corner door).
- Jr High/High School
  - Upon entering the building, the junior high students will access their lockers using the south hallway. High school students will access their lockers using the north hallway.
- There is limited supervision before school. Buses drop off students around 8:00 am, so students who arrive by alternative means should arrive after 8:15 am.
- Any student who arrives after 8:30am will need to buzz the main office door (DOOR #1) to be let in the building.

### **Visitor Entry**

- Entry to school buildings by visitors (parents, guardians, family members, etc.) will be restricted to essential visitors (police, emergency personnel, and delivery service). Visitors will need to utilize the buzzer system to inform the secretary of your needs. Visitors will not be allowed past the office without administrative approval.

### **Bus Drop Off**

- Buses will drop students off at the Main Door (Door #1), and students will go to their assigned student entry door.
  - **Elementary School**
    - Students will enter at door #4
    - Students will go right to breakfast or recess.
  - **Junior High/High School**
    - Students will enter at door #1. Once in the building, junior high students will access the south hallway by turning at the cafeteria. High school students will use the north hallway to get to their lockers.

### **During the School Day**

- Elementary
  - Elementary students will go to breakfast or designated areas (playground or classrooms) before school starting (8:30am). Students will enter the building through assigned doors and store belongings in their lockers. Upon entering the classrooms, the students will wash their hands.
  - The playground will be sanitized as needed depending on the operating phase
  - Frequent hand washing
  - Hand sanitizing
  - Student supplies will be stored individually
  - Seating will be arranged following social distance guidelines when possible
- Junior High/High School
  - Upon entering the school building, students will place their belongings (coat, keys, etc) in their locker. Students may utilize their backpacks to take their supplies for their morning classes. This will eliminate the need to spend time at the lockers between classes.
  - Students will then need to wash/sanitize their hands prior to eating breakfast or as they enter their 1st hour classroom.
  - Students will need to sanitize their hands frequently throughout the day.
  - Backpacks will replace lockers for student supplies (paper, pencil, calculator, books, etc.)
  - All students will have backpacks. If a student is in need of a backpack, the school will provide one.
  - Seating will be arranged following social distance guidelines when possible

### **Cafeteria**

- Social distancing guidelines will be followed as best as possible
- Class groups will be seated together at the same table every day for lunch.
- Lunch
  - Classes will stagger their lunch times and groups will seat at an assigned table. Social distancing will be implemented when possible.
  - A non-contact method for students will be utilized to record lunch charges

### **Dismissal**

- Students will be dismissed on a staggered schedule as needed depending on our phase.

### **Transportation**

- To allow for social distancing, personal transportation is encouraged.
- No city busing will be provided to limit the number of riders on the buses.
- If riding the bus, students/drivers are encouraged to wear a mask as social distancing is not possible.
- Buses will be sanitized after each route.
- There will be assigned seating on each bus for contact tracing purposes. Family members/siblings will be placed together first.

## **COVID CASES - SITUATIONS**

**SITUATION:** There are COVID-19 cases in North Dakota, but not in Stanley

Stanley schools will monitor absenteeism, keep sick staff and children out, ensure handwashing, environmental cleaning, communicating with parents, etc. We will consult with the Upper Missouri District Health Unit to determine if cases are occurring in our community.

**SITUATION:** There are COVID-19 cases in Stanley, but there are no cases in our school

Stanley schools will monitor absenteeism, keep sick staff and children out, ensure handwashing, environmental cleaning, communicate with parents, etc.

**SITUATION:** There is one case of COVID-19 in our school

If there is a COVID-19 case in our school, the NDDoH will notify the facility. If we are made aware of a COVID-19 case before being contacted by the NDDoH, we will report the case to the NDDoH.

The confirmed case of COVID-19 must be excluded (isolation period) from school for ten days after onset of symptoms (if no symptoms, then exclusion is ten days after collection date of test) and be fever free for 24 hours (without the use of fever reducing medications) and have

improvement of symptoms, whichever is longer. The NDDoH will provide guidance to the school and the case or case's parents/guardians.

Close contacts to a confirmed case of COVID-19 will be quarantined (must stay home) for 14 days from their last exposure to a case. A close contact is defined as someone who is within six feet of a confirmed case for 15 minutes or greater. It may also be someone who is directly coughed on or exposed to a case's secretions. Close contacts will be identified by the NDDoH during the investigation. In a school setting, close contacts to a case are often friends, teammates, classmates sitting next to, in front of, or behind the case, and potentially children in the same room as a case. This may mean that certain classrooms in a school have to be closed for 14 calendar days. If a case occurs in staff or children who are in multiple classrooms, then this may mean a higher number of close contacts have to be excluded from school for 14 calendar days.

**SITUATION:** There are two or more cases of COVID-19 in our school within 14 calendar days

Specific classrooms or grades may have to close if additional cases occur in our school. Public health (NDDoH or local public health) will provide guidance as to when we should close. We may also have to make this determination based on the availability of staffing or level of absenteeism.

**SITUATION:** There is/are a close contact(s) in your school

Children or staff who are identified as close contacts to a confirmed case of COVID-19 must be excluded from the school (quarantine) until 14 calendar days after their last known exposure to the case. Close contacts will be identified by the NDDoH and informed to stay home. Even if a close contact tests negative during their 14-day quarantine period, the contact must complete the 14-day quarantine period. It can take up to 14 days to develop COVID-19.

If a parent or other household member tests positive, the child must stay out of school for the case's isolation period (10 calendar days from onset) plus the child's quarantine period (14 calendar days). Public health authorities will advise the parent as to how long the child will need to be removed from school.

If a parent is a contact to someone confirmed to be positive for COVID-19 (case), then the child may still attend school if the child did not have direct contact to a case.

## COVID-19: What's the Difference Between Physical Distancing, Quarantine and Isolation?

	<b>PHYSICAL DISTANCING</b>	<b>QUARANTINE</b>	<b>ISOLATION</b>
<b>Who is it for?</b>	People who haven't been exposed to the virus or are not aware of exposure to the virus.	People who don't currently have symptoms of the virus but were exposed to the virus.	People who are already sick from the virus.
<b>What is it?</b>	A precautionary measure used to help prevent the spread of the virus.	A prevention strategy used to monitor people who were exposed to the virus for a period of time to see if they become ill.	A prevention strategy used to separate people who are sick with the virus from healthy people.
<b>Where does it take place?</b>	Takes place outside the home in public places like grocery stores and work environments.	Takes place in a home setting.	Can take place in a home when medical attention is not required. Takes place in a hospital when medical care is required.
<b>When do I use it?</b>	At all times until further directed by the ND Department of Health.	If you have recently traveled internationally or have known exposure to the virus.	If you have tested positive or have symptoms and have not yet obtained a test.
<b>How long is it for?</b>	At all times until further directed by the ND Department of Health.	14 days after your last exposure. Once your quarantine period has ended, if you do not have symptoms, you may return to your normal routine.	A minimum of 10 days from the beginning of symptoms and 72 hours after your fever is gone without the use of fever-reducing medicine and other symptoms have significantly improved.
<b>What does this mean for my daily life?</b>	<ul style="list-style-type: none"> <li>• Avoid large gatherings.</li> <li>• Stay 6-feet away from people.</li> <li>• If you are unable to stay 6-feet away from other people, wear a cloth face covering.</li> <li>• Call or video-chat with friends or loved ones, particularly those that are elderly or have underlying health conditions that places them at high-risk.</li> <li>• If possible, work from home.</li> <li>• Practice good hygiene and avoid shaking hands or touching your face.</li> <li>• If you become ill and need medical attention, call your health care provider.</li> </ul>	<ul style="list-style-type: none"> <li>• Stay at home and avoid close contact with others.</li> <li>• Do not attend school, work or any other setting where you cannot maintain a 6-foot distance from other people.</li> <li>• Call or video-chat loved ones.</li> <li>• For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service.</li> <li>• Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often.</li> <li>• Monitor your symptoms. If you become ill and need medical attention, call your health care provider.</li> </ul>	<ul style="list-style-type: none"> <li>• Do not leave your home unless it is in an emergency. If you are in a home with others, stay in a "sick" room by yourself and, if possible, do not share a bathroom.</li> <li>• If you have a pet and live with others, do not touch your pet.</li> <li>• For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. Try to stock up for the duration of the isolation.</li> <li>• Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often.</li> <li>• If a caregiver cleans your room or bathroom, they should wear a mask and wait as long as possible after you've used the bathroom.</li> <li>• Contact your health care provider immediately if you experience severe symptoms.</li> </ul>