



## **Safety, Health, & Wellness**

### **Return to Learn Plan**

*Subject to change based on community, county, and state health guidelines*

**August 2020**

As we embark on this unprecedented time in our country's history, the Lac qui Parle Valley School District, working with guidance from MDE, MDH, the CDC, and Countryside Public Health, has put together this Return to Learn Plan document. Our goal is to best meet the needs of all learners in our school district. As this pandemic has changed throughout the past several months, this document too is a living document which may change as we progress into and through the school year. We want to thank our families and community members in advance for their support during this time and look forward to working with our community as we navigate any changes that arise.

In the interest of safety, health, and wellbeing, the district has developed learning plans to support students, staff, and families. Family and community involvement in our schools is important to the learning, development, and health of our students. When schools engage families in meaningful ways to improve student health and learning, families can support and reinforce healthy behaviors in multiple settings-at home, in school, and in the community. Each of us is responsible for recognizing appropriate practices to ensure the safety, health, and wellbeing of others. Students, staff, and guests who are sick should not come to school or be in the public; contact your doctor. Safety, health, and wellbeing is everyone's responsibility. A diverse team of individuals worked together to develop learning plans that represent the needs and interests of our community and most importantly the safety, health, and wellbeing.

**A Plan for Multiple Scenarios:** Safety and preparedness are paramount. While the goal for Fall 2020 is that all students resume in-class learning, we are ready to implement one of the three models to provide them with engaged instruction:

Plan 1: In-person learning for all students (traditional approach)

Plan 2: Hybrid learning with strict social distancing and capacity limits

Plan 3: Distance learning (off site)

The instructional model to be used at a particular time will be based on local public health conditions and guidance from state health officials and Countryside Public Health. Current guidance and the number of current COVID-19 cases in our school district indicates that staff and students can return to school while protecting individual health and minimizing risks from a public health perspective.

**Public Health Orders and Guidance:** The district works closely with Countryside Public Health to monitor public health conditions and for guidance. The district will follow up-to-date public health orders and guidance. Guidelines will be adjusted as necessary to reflect the latest public health conditions. Staff and students must stay home if they are sick or displaying symptoms. The district is increasing the frequency of cleaning and sanitation, particularly high-touch surfaces and common/shared areas.

**Health and Safety:** District facilities will be altered to accommodate physical distancing, including increased sanitation, hand hygiene, and other public health provisions as recommended by the CDC, Minnesota Department of Health, and Countryside Public Health.

- Post information about physical distancing, cleaning, and other public health measures.
- Plan for adjustments to transportation routes and schedules for all stages of re-opening, including asking parents to transport their own children where possible.
- Adapt schedules to facilitate levels of physical distancing (outdoor classrooms, frequent and staggered hand-washing breaks, staggered recesses and lunch breaks, physical distancing measures in place in classrooms, and bathrooms).
  - To minimize large groups during lunch, the cafeteria space may expand into additional spaces such as gymnasiums, hallways, auditoriums, bleachers, etc.)
- Orient students and staff on new public health protocols that must be followed in the school, before resuming in-class learning.
  - Include all staff in orientation, including bus drivers, custodial staff, food service, paraprofessionals, etc. If volunteers are on site in a limited way, ensure they receive orientation when they begin.
- Identify staff who may need to work at home due to underlying health concerns that make them more vulnerable to exposure to COVID-19, and make any necessary adjustments.
  - The district will require a medical note to work from home.
  - When responding to employee concerns, the district will follow the Families First Coronavirus Response Act (FFCRA).

<https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>

Identify students with disabilities and those who are vulnerable to disengage from school, develop and implement strategies to re-engage them and prioritize these students for five days a week in-class learning, where possible.

- Students are expected to attend in-class learning. If distance learning is included as part of their learning plan, students will be expected to participate.
- Students who are unable to return to school due to personal or family health factors related to COVID-19 will be supported in distance learning.
- Develop comprehensive strategies for regular communication with families to raise awareness of the health and safety measures implemented at the school, and ensure the understanding that students may not attend school when sick or exhibiting symptoms of illness.

**Physical Protective Equipment (PPE):** The district will follow Countryside Public Health guidelines to support PPE for students and staff at risk. The following guidelines are subject to change in accordance with public health conditions and guidelines:

1. **Masks.** School appropriate masks are required for students and staff *at all times when indoors*. This includes:
  - a. Hallways between classes
  - b. In common areas
  - c. In classroom activities
  - d. On school buses

Masks are considered a personal supply and families are responsible for providing two cloth masks for each child. The state is providing the following for each district in MN:

- Every K-12 student will receive one cloth face covering.
  - Every school staff member will receive one cloth face covering.
  - Every school will receive three disposable face masks per student.
  - Every school will receive face shields for all licensed teachers and 50% of non-licensed staff.
2. **Sanitizer.** While the district has increased sanitizer stations, we encourage our families to supply their children with small portable bottles.
  3. **Face shields.** See above.
  4. **Gloves.** Will be provided to staff and students as deemed necessary.

**Physical Distancing Measures:** Resuming in-class learning still requires physical distancing to the greatest extent possible. The district has designed strategies to manage foot traffic at entrances and hallways to avoid congregation. Only essential staff will be allowed into district facilities until further notice as the district monitors students, staff, and their safety. The district will refrain from scheduling assemblies and gatherings that exceed public health advice.

**Cohorts:** Cohorts (student grouping) will be done in classrooms, on buses, and during activities when physical distancing may not be possible, emphasis is put on other public health measures and limiting interaction between groups. One strategy is to use cohorts to limit potential exposures by keeping groups of students (e.g. classes) together and avoiding interactions with

other groups. In the event that there is a case in a cohort, this practice can drastically reduce the potential number of exposed staff and students and increase tracing.

**Priorities for In-class Learning:** Schools are critical to the mental health and well-being of our students. The plan focuses on returning as many students to in-class learning as possible while following public health advice and subject to available physical space and resources. Full-time in-class learning is a priority for early years students and students with special needs, both of whom benefit from face-to-face interaction with educators and who may have difficulties navigating remote learning independently.

**District Transportation:** Physical distancing and/or cohorts will be implemented as much as reasonably possible. In the short term, parents are encouraged to transport their own children if at all possible. Per MN Statute 123B.36 subd. 1 #11: public transportation is not required within two miles of an attendance center and depending upon available transportation and guidelines, the district may need to suspend transportation or place limitations on it. The district has developed the following strategies when considering transportation:

1. Rural route only
  - a. Masks will be required of all passengers and drivers.
2. Rural route and intown PK-fifth grade
  - a. Masks will be required of all passengers and drivers.
  - b. Intown routes may be implemented to eliminate grouping
3. Rural route and intown
  - a. Masks will be required of all passengers and drivers.
  - b. Intown routes may be implemented to eliminate grouping

**Personal Risk Factors:** Upon request, arrangements may be made for students, teachers, administrators, and school staff who may be at higher risk of COVID-19 due to underlying health conditions or other risk factors

**Distance Learning Attendance:**

- Based on in-person or on-line daily participation and completion of assigned work.

**Grading:**

- Grading is based on the demonstration of acquired knowledge (assessment) and skills (projects and skill application).
  - Students who are caught cheating or violating learning and assessment codes of conduct shall be subject to discipline following district policy.

## **Scenario 1: In-person learning (traditional approach)**

### **1. In-person learning resumes for all PK-12 students; near normal with public health measures.**

- This re-opening scenario will be initiated based on public health advice when the risk of COVID-19 transmission is very low, and when physical distancing requirements can be removed or modified for in-school learning.
- All other public health measures remain in place.
- Group size is increased to allow full in-class learning.
- Option for remote learning remains for students who cannot attend in-person.
- In-person learning resumes, five days per week, for students, students with special needs (all grades) and students who require additional supports.
- This re-opening scenario will be initiated based on public health advice when the risk of COVID-19 is low to moderate.
- Physical distancing is required.
- Create more space for students in the classroom with desks spaced three feet apart.
- This may require smaller class groupings.
- In classrooms, on buses and during activities when physical distancing may not be possible, extra emphasis is put on other public health measures, with an emphasis on limiting interaction between groups.
- Single classes should stay together to avoid interactions with other groups/classes.
- Where smaller groups/classes are not feasible due to a range of electives, physical distancing is required.
- Keep larger groups (e.g. several classes or grades) together to reduce the amount of interaction between students. Locations of classrooms (e.g. same wing of school), movement of teachers instead of students, use of additional space (e.g. gyms, libraries, multipurpose spaces), and alternate day attendance can all be considered to reduce mixing.
- Families that choose to receive on-line instruction (Distance Learning) shall register and indicate their instructional preference so the district will be prepared. Families need to indicate their preference prior to the start of each quarter and will be asked to remain in that learning setting until the end of the quarter unless circumstances dictate otherwise.
- Schedule students to remain in-class by cohorts to avoid mixing of groups.
- Field trips will be canceled.
- Outdoor venues are lower risk of transmission of COVID-19 and crowded venues and exposure to other groups should be avoided.

## **Scenario 2: Hybrid learning with strict social distancing and capacity limits (on-site & on-line learning)**

### **1. Instructional services are provided both remotely and at district facilities: near normal with public health measures.**

- This re-opening scenario will be initiated based on public health advice when the risk of COVID-19 transmission is low, and when physical distancing protocols support in-school learning.
- Families that choose to receive on-line instruction (Distance Learning) shall register and indicate their instructional preference so the district will be prepared. Families need to indicate their preference prior to the start of each quarter and will be asked to remain in that learning setting until the end of the quarter unless circumstances dictate otherwise.
- All public health measures remain in place.
- Group size is reduced to allow full in-class learning.
- Students who participate in distance learning will receive instructions and support that demonstrate best practices for learning digitally.
  - The district will provide each student with a learning device.
  - Families without internet access need to contact the district for support.
- Option for remote learning remains for students who choose not to attend school and when the district utilizes a modified attendance schedule to provide instruction.

### **Hybrid Learning Models**

The district may divide students into smaller groups to provide instruction while minimizing crowding. Several options exist and the option utilized will depend on the current health conditions, guidelines, and recommendations from public health agencies. Below are models the district may consider.

1. Divide students into groups and have students take classes in-person on a rotating basis to be determined. In this model, special education students, English-language learners, and other vulnerable children would possibly attend classes in person every day.
2. Students in grades K-6 receive on-site or distance learning and students in grades 7-12 receive all instruction through distance learning. This model creates learning opportunities for the youngest most at risk learners who require personalized instruction, support, and assistance. Students in grades K-6 may be split to reduce the number of students in a cohort and classes spread throughout the three buildings.
  - Teachers may rotate between classes or groups to provide direct instruction and support. A paraprofessional(s) will be in the cohort classroom opposite of the teacher to supervise and support students.

## **Scenario 3: Distance Learning**

**1. Instructional services are provided through distance learning with limited access to school facilities for at risk and vulnerable students.**

**2. Limited Use of Schools**

- In-person learning is suspended.
  - The district will provide each student with a learning device.
  - Families without internet access need to contact the district for support.
- Teacher led remote learning for all PK-12 students.
- In the event of moderate to widespread transmission, in-person learning will be suspended, but school facilities may be used for specific programming, following the guidelines for the limited use of school facilities.
- The district will make decisions around the use of school facilities based on local needs.
- Key focus on literacy, numeracy and other curricular areas.
- Facilitate contact with students to keep them engaged in distance learning.
- Ensure access to learning resources for all, including technology and addressing connectivity issues.
- Schedule student appointments and small groups for assessment, planning and special programming.

# Appendix

## A. Safety, Health, & Wellness Protocol August 2020

### General Guidelines

The following protocol is designed to protect the health, safety, and wellness of our students, staff, and guests while at or participating in school events. As a community, we are all responsible for our own and each other's safety, health, and wellness. To help mitigate the spread of COVID19 we ask for your cooperation and support. If you have any questions, please contact District Nurse Heather Piotter at [hpiotter@lqpv.org](mailto:hpiotter@lqpv.org) or 320-752-4808.

- Parents are responsible for their child's health, safety, and wellness and the health, safety, and wellness of others. If your child feels ill or is showing signs or symptoms, keep them home, and seek medical attention if necessary.
- Students, staff, and guests should not attend or participate in any school functions if they currently have: (a) a cough; (b) shortness of breath or difficulty breathing; (c) a fever; (d) chills; (e) muscle pain; (f) a sore throat (g) a new loss of taste or smell; or have been in contact with anyone with a confirmed COVID-19 diagnosis in the last fourteen days.
- It is recommended that students, staff, and guests check their temperatures at home before attending any district function. Attendance is not allowed if the temperature is 100.4 and above. Students, staff, and guests may be asked to report their temperature to District personnel or may be subject to temperature checks by District personnel.
- Students and staff who have symptoms of illness will not be allowed at district functions for 72 hours.
- Students and staff that have tested positive shall follow the procedures recommended by Countryside Public Health.
- Students and staff are encouraged to provide their own hand sanitizer, cloth masks, engage in healthy hygiene practices, and participate in appropriate social distancing.
- Students and staff must bring their own water for their own consumption.
- Students and staff are strictly forbidden from using any food item at district functions that require the participant to spit (e.g. sunflower seeds or other shelled seeds/nuts). All food items shall be for individual consumption.
- Parents and guests must remain in their vehicles to drop off and pick up students.
- Students, staff, and guests should follow any further guidance or requirements issued by the Governor of Minnesota, the Minnesota Department of Public Health, Countryside Public Health, the Lac qui Parle Valley School District, or any other governing authority.

#### Essential Links

[Center for Disease Control \(CDC\)](#)

[How to wash your hands](#)

[How to wear and remove a mask](#)

## **B. Safety, Health, & Wellness Protocol August 2020**

### **COVID Positive Student or Employee**

The following protocol is designed to protect the safety, health, and wellness of our students, staff, and guests while at or participating in school events. As a community, we are all responsible for our own and each other's safety, health, and wellness. To help mitigate the spread of COVID-19 we ask for your cooperation and support. These protocols are subject to change and are based on consultation with Countryside Public Health. If you have any questions, please contact District Nurse Heather Piotter at [hpiotter@lqpv.org](mailto:hpiotter@lqpv.org) or 320-752-4808.

1. Consult with Countryside Public Health~Dawn Bjorgan.
2. Establish notification with the family of an identified student or staff member.
3. Implement safety protocols:
  - a. The student or staff member who tested positive shall stay home quarantined 10 days or an additional three days from the last date of symptom
    - i. Fever-free (below 100.4) without the use of fever-reducing medications
    - ii. Close household contacts (siblings, parents, etc.) are quarantined for 14 days
  - b. Teacher and students cohort groups
    - i. If a positive COVID case has been identified in a classroom the student shall be quarantined (see above)
      1. If students practiced social distancing and wore a mask, students may continue to come to school if they continue to wear a mask and practice social distancing
      2. If students did not practice social distancing and do not wear a mask for more than 15 minutes the students and staff member shall be quarantined for 14 days
        - a. Please note: students will be allowed to unmask during PE, lunch, and recess.
4. The district responds to known exposure to COVID-19 with guidance from Countryside Public Health.

[Public health link](#)

## C. Safety, Health, & Wellness Protocol August 2020

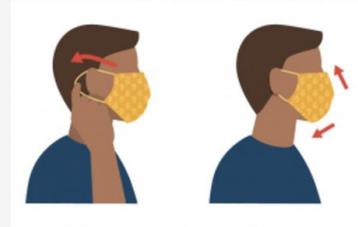
### How to Wear Your Face Covering

#### Recommendations from the CDC

[Click here for more information](#)

#### Wear your Face Covering Correctly

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily



#### Wear a Face Covering to Protect Others

- Wear a face covering that covers your nose and mouth to help protect others in case you're infected with COVID-19 but don't have symptoms
- Wear a face covering in public settings when around people who don't live in your household, especially when it may be difficult for you to stay six feet apart
- Wear a face covering correctly for maximum protection
- **Don't** put the face covering around your neck or up on your forehead
- **Don't** touch the face covering, and, if you do, wash your hands or use hand sanitizer to disinfect

## D. Safety, Health, & Wellness Protocol August 2020

### How to Maintain Face Coverings

#### Recommendations from the CDC

Cloth face coverings are an additional step to help slow the spread of COVID-19 when combined with [everyday preventive actions](#) and [social distancing](#) in public settings. Cloth face coverings should be washed after each use. It is important to always [remove face coverings correctly](#) and [wash your hands](#) after handling or touching a used face covering.

#### How to clean

##### Washing machine

- You can include your face covering with your regular laundry.
- Use regular laundry detergent and the warmest appropriate water setting for the cloth used to make the face covering.

##### Washing by hand

- Prepare a bleach solution by mixing:
  - 5 tablespoons (1/3rd cup) household bleach per gallon of room temperature water or
  - 4 teaspoons household bleach per quart of room temperature water
- Check the label to see if your bleach is intended for disinfection. Some bleach products, such as those designed for safe use on colored clothing, may not be suitable for disinfection. Ensure the bleach product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser.
- Soak the face covering in the bleach solution for 5 minutes.
- Rinse thoroughly with cool or room temperature water.

Make sure to completely dry cloth face covering after washing.

#### How to dry

##### Dryer

- Use the highest heat setting and leave in the dryer until completely dry.

##### Air dry

- Lay flat and allow to completely dry. If possible, place the cloth face covering in direct sunlight.

## **E. Safety, Health, & Wellness August 2020**

### **Frequently Asked Questions**

- Q. Are masks required?
- A. Safety is the foremost concern and masks are required when social distancing guidelines cannot be followed. Students and staff with health issues that can present appropriate documentation may receive a waiver.
- Q. Will water fountains be available?
- A. Due to health and safety concerns students will be allowed to fill water bottles at water filling stations, however, the water fountain will be shut off. The school district is replacing water fountains with fountains/water filling stations.
- Q. How will breakfast and lunches be served?
- A. The district plans to use designated gymnasiums to create appropriate social distancing.
- Q. Can a family change their mind on how they would like to receive educational support from the district?
- A. Families that choose to receive on-line instruction (Distance Learning) shall register and indicate their instructional preference so the district will be prepared. Families need to indicate their preference prior to the start of each quarter and will be asked to remain in that learning setting until the end of the quarter unless circumstances dictate otherwise.
- Q. Will the district provide students with a device and internet access for those that choose online instruction?
- A. Yes, the district is a 1:1 digital provider and students will be allowed to use their district issued device for educational purposes. The district will work with families who do not have internet access upon request and provide a hotspot. Families are responsible for the service plan.
- Q. If a student comes to school without a mask will they be sent home?
- A. No, we want our students in school and will provide a mask to support their continued education and will work with the family.
- Q. Will the district conduct temperature checks on students staff prior to entering schools?
- A. Temperatures will be taken in each building on a daily basis.
- Q. If a student or staff member is sent home because they have a temperature of 100.4 or higher will the district require a negative test before coming back to school?
- A. No, they will self assess and determine if further medical attention is needed or self isolate until they no longer have symptoms for three days.
- Q. What should students and staff do if they are not feeling well or have any symptoms for COVID or the flu?
- A. Stay home and seek medical attention if necessary. The safety, health, and wellbeing is everyone's responsibility and everyone is expected to isolate at home if they are not feeling well.
- Q. If staff is providing education remotely to an onsite classroom, who is supervising the students?
- A. While the preference is to have staff in the classroom, there may be circumstances that prevent that but allow the teacher to continue to provide remote instruction. Classrooms will always be supervised by an adult who will provide assistance and classroom management.

- Q. If students choose online instruction will they be allowed to participate in extracurricular activities?
- A. Yes, it does not matter how a student is receiving their education, they will be able to participate in district activities.
- Q. Is the district required to provide transportation in town?
- A. No, Minnesota law only requires districts to transport students who live more than two miles from their learning center.
- Q. What digital tool is the district using to provide online instruction/learning?
- A. The district has selected Google Meets because it is the most secure and enhanced tool to provide extensive capabilities to support instruction and learning and is compatible with all platforms.

## **E. Safety, Health, & Wellness August 2020**

### **Key Aspects**

Social Distancing - The district will be adjusting several routines and classrooms in accordance with specific social distancing requirements to meet recommendations from Minnesota Department of Public Health and other organizations.

- Classrooms will be organized to allow for maximum social distancing possible, along with the possibility of reducing class sizes.
- Hallway social interactions will be a challenge, especially at the MS/HS, but some options of staggered dismissal times from classes, etc. are being considered to limit social gatherings in the hallways between classes.
- Busing options are being considered to reduce the amount of students on buses, therefore maintaining more social distance space for students.

The district will be adjusting busing routines and procedures (number of people on the bus and seating proximity) based on recommendations from the Minnesota Department of Health, the Minnesota Department of Education, Countryside Public Health, and similar organizations. This may mean more bus routes, students not sitting with each other (or having siblings sitting with each other), masks worn by bus drivers or students, and similar steps recommended or required by governing bodies.

Cleaning: Cleaning procedures will be enhanced during the school year, and additional equipment has been purchased and staffing added to increase the cleaning effectiveness in classrooms, buses, hallways, and other areas.

Handwashing: While hand washing has always been promoted, this practice will be emphasized more in the district for the 2020-2021 school year. Additionally, the proper techniques for handwashing, covering a cough/sneeze, etc. will also be covered extensively for all students.

Hand Sanitizer: Hand Sanitizer will be available at all entrances, in all classrooms, in the food service areas, in hallways, locker rooms, and similar areas, along with other mobile hand sanitizing stations located at entrances for activities and events (gym area, football field, concession stands, etc.). The proper technique for utilizing hand sanitizer will also be emphasized.

Water Fountains: Water foundations will be turned off except those that have bottle filling stations. We recommend students bring their own water bottle (water only) that can be filled at specific bottle filling stations.

Lunch: The district is working to schedule lunch based on varied grade spans, and increasing the number of lunch sections to reduce the amount of students in the lunchroom at one time to maintain social distancing. The gym may also be utilized to increase space at lunch.

Recess: Students will have recess with only their cohort and will utilize specific areas of the playground. All balls and similar items will be cleaned after each recess, and playground equipment will be cleaned each day.

Screening of Students: At this time the district is planning on checking staff and student temperatures on a daily basis. Parents are encouraged to perform a routine health check with their students each morning in regard to COVID-19 symptoms, including if their student has a fever, cough, chills, muscle pain, shortness of breath or difficulty breathing, sore throat, and a new loss of taste or smell.