

ROUND LAKE BREWSTER SCHOOL DISTRICT 2907

RETURN TO SCHOOL PLAN FOR 2020-21

On March 18, 2020, Minnesota Governor Tim Walz issued an executive order requiring all Minnesota Public Schools to immediately halt any in-person learning to protect the state from the spread of Covid-19. That order triggered the most unprecedented time in the Minnesota Public Schools history, as well as our way of life. Educators across the state then professionally transitioned to remote Distance Learning for the remainder of the school year. I want to thank all of our students, staff, and families for your efforts during this difficult time. This time has not been easy, but we have done the right thing in trying to keep our state, community, and school safe.

The Corona Virus (Covid-19) has completely changed the way we see the World. No longer are we able to go about our business as usual without having to think about the millions of people, who are sick or have died from the virus. However, we know that we also have to see the World through the eyes of children. It is our job to keep them as safe as we can, while trying to educate them, and providing social and emotional support through this incredulous time. In order to serve our children this fall, the Round Lake Brewster School District has devised a plan for the return to school under a Hybrid Plan, which will allow all students to return to the building for in-person learning.

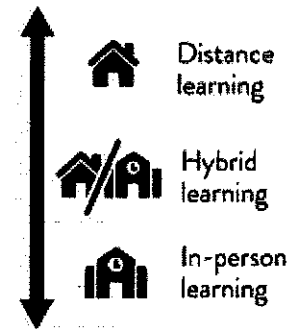
Under the Governor's Executive Order on July 30, 2020, Public School Districts are required to have three plans in place for the beginning of the school year: In-Person Learning, Hybrid Learning (in person and distant learning with social distancing in place), and Distance Learning. The Nobles County Covid-19 Numbers will dictate which model that we will use throughout the school year. Under this order all students and staff are required to wear masks throughout the school day, which will be enforced with socially distancing requirements. Please remember a mask protects those around you from your germs. It is a respect issue, and has been proven to slow the spread of the Virus. If you do not want your child to wear a mask, they may do distant learning during this time. If you chose to do Distant Learning for your child, it will be a semester commitment. Our number one goal is providing for the safety all students and staff in our school building.

In moving forward towards the 2020-21 RLB School Year, we must be reminded that every decision to re-open is determined by the data demonstrating the safety for our students and staff against the spread of Covid-19. We must continue to monitor the data and recommendations of the Minnesota Department of Education, the Minnesota Department of Health, the Centers of Disease Control and Prevention, and the Nobles County Public Health Center. We are expecting to re-open school on Tuesday, September 8th. The following MDE Safe Learning Plan chart along with continual communication with the assigned Nobles County Health expert will determine the specific learning model for RLB.

How do schools determine their safe learning model?

- STEP 1** Minnesota Department of Health (MDH) will use data from counties to determine a base learning model for public schools.
- STEP 2** Minnesota Department of Education (MDE) will share county data and the consultative process for public schools to engage with education and public health experts to review their county health data and safe learning plans.
- STEP 3** Public schools, with their incident command team, will evaluate their ability to implement required and recommended health best practices.
- STEP 4** Public schools, in consultation with public health, will determine a learning model to begin the school year and communicate that decision with their school community.*
- STEP 5** Public schools and MDH will monitor the community and school-level impact of COVID-19 on a regular basis. Adjustments will be made to the learning model if needed.

Safe learning models:



* Regardless of learning model, all public schools must offer an equitable distance learning option to all families.

Our RLB School District has convened a Fall 2020-21 Planning Team, which includes administration, teachers, school nurse, parents, and a school board member. This team has been charged with creating a plan to bring staff and students back to school in any one of the four scenarios based upon the guidelines by MDE and MDH. The health and safety of all students and staff must and will drive all decision making as to the proper instructional model to be used at any given time.

It is also very important that all families have a plan of action in place for their children (students) in the event that we must switch from one delivery model to another delivery model on short notice to keep everyone safe and healthy.

Again, Round Lake Brewster School is planning on having all students in school beginning on September 8, 2020. We are asking all parents to transport their child to and from school for their safety. If District Transportation is needed, we will follow capacity guidelines for our busses and vans. There will be two morning pick-up times and drop-off times. If your child rides the bus, they will have one hour of remote learning each day. This time will not be easy, but if everyone is committed to providing for the safety of all, we will be able provide the best education to our students. Flexibility, understanding, patience, and communication are the best ways that we can make this happen by working together. Let's have another great school year under trying circumstances, and thanks again for choosing RLB for your child's education.

Sincerely,

Ray Hassing
Superintendent

SCENARIO 1: IN-PERSON LEARNING FOR ALL STUDENTS

In this learning plan scenario, schools would create as much space between students and teachers as is feasible during the day, but will not be held strictly to enforcing 6 feet of social distancing during primary instructional time in the classroom.

- All students and staff are mandated to wear face masks and/or face shields. Students and staff should plan to bring their own mask/shield, but will also be provided one if they forget or are unable to afford one.
- MDH safety measures will be followed.
- Safety signage will be posted and training will occur during in-person learning and hybrid learning.
- Parents/Guardians will be required to do in home screening (included on page 4 of this document) for each of their children before each student comes to school. Staff will also be required do in home screening for themselves before reporting to work. The screening questions will be provided by the district.
- This scenario will be implemented when possible if the Nobles County and MN State Covid-19 metrics continue to stabilize and/or improve.
- During the Traditional model of school, the school social worker will provide regular social emotional learning education district wide, meet individually with referred students, and be available for ongoing assessment of mental health needs of the students within the district.
- The normal school day will be followed from 8 am to 3 pm with school transportation provided with one morning route and one afternoon route. All students will be required to wear masks on the school bus.

RLB ADMITTANCE TO SCHOOL SCREENING FOR STUDENTS

SECTION 1: SYMPTOMS

Please complete this short check each time prior to coming to school or a school event. Make sure to keep your child home, and to notify the school office on your child's attendance for that day, if your child has these symptoms:

- Temperature of 100 degrees Fahrenheit or higher when taken by mouth.
- Sore Throat
- New uncontrolled cough that causes difficulty breathing.
- Diarrhea, vomiting, or abdominal pain.
- New Onset of severe headaches, especially with a fever.

SECTION 2: CLOSE CONTACT/POTENTIAL EXPOSURE

- Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with a confirmed Covid-19 diagnosis.
- Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of Covid-19 cases as described in the Community Mitigation.
- Live in areas of high community transmission (as described in the Community Mitigation Framework) while the school remains open.

SCENARIO 2: HYBRID MODEL WITH STRICT SOCIAL DISTANCING, REQUIRED MASKS, AND CAPACITY LIMITS.

*****THIS IS THE MODEL THAT RLB SCHOOL PLANS ON OPENING THE SCHOOL YEAR WITH ON SEPTEMBER 8, 2020. *****

Required for In-Person and Hybrid Learning

- ┆ Masking Policy
- ┆ PPE for direct support student services
- ┆ Build routines of hygiene education & practices
- ┆ Daily cleaning and frequent cleaning of high touch surfaces throughout the day
- ┆ Building level COVID-19 program coordinator, with optional student counterpart
- ┆ Limiting nonessential visitors/volunteers/external groups
- ┆ Discontinue large gatherings/activities that do not allow for social distancing
- ┆ Monitoring and excluding for illness

Required for Hybrid Learning

- ┆ Social distancing of 6 feet at all times in school buildings
- ┆ School facilities at 50% capacity
- ┆ Transportation at 50% capacity
- ┆ Sufficient staffing levels to meet the requirements of the model

In this planning scenario, due to increased or high Covid-19 cases, schools will institute stronger safety measures in school facilities and on all busing vehicles to 50% maximum occupancy. For instance, at 50% occupant capacity, a 900 square foot classroom is able to hold 23 occupants/students, who are adequately socially distanced. A typical school bus will only hold 23-35 students/occupants, who are adequately socially distanced. Also, school start times may be staggered, which shall be communicated as soon as possible. Staggered start times will be determined by the number of students needing school bus transportation. In this model, the school is advising parents to transport their children to and from school.

In the Hybrid Model:

- All students and staff will be able to attend if all available spaces are used creatively including indoor and outdoor spaces (weather permitting). The room assignments for classrooms and subjects have changed for the most part in the building to maximize the ability for social distancing.
- Sufficient social distancing with at least 6 feet between people will occur at all times. If distancing cannot be achieved in a space or on a busing vehicle, the number of occupants must be reduced, or the class will be moved to a larger space, if available.
- All staff and students are mandated to wear a face mask, and/or face shield.
- Students and staff should plan on bringing their own mask/shield, but will also be provided one, if they forget. MDH safety measures will be followed as directed by the state.
- Safety signage will be posted and enforced, as well as training will occur during in-person learning and hybrid learning.

- Parents/Guardians will be required to do in home screening (included on page 4 of this document) for each of their children before each student comes to school. Staff will also be questions will be provided by the district.
- In the Hybrid model the district needs the help of the parents and families to transport their children to and from school, if possible. If you cannot drop off/ pick up your child, we will have buses, who are able to be at 50% capacity. Depending on the number of students who need transportation, the district will have to implement staggered start and end times of school for students. Students, who ride the bus, will need to wear a mask, and will have an assigned seat that they are required to sit in each time that they ride the school bus.
- During the Hybrid model of school, the school social worker will provide regular social emotional learning education district wide, meet individually with referred students, and be available for ongoing assessment of mental health needs of the students within the district.
- Doors at the school will open at 7:30 am. Please do not drop off your students earlier, as there will not be any supervision before 7:30 am. The students will go directly to their classrooms in the morning. If they eat school breakfast, they will eat in their classrooms.
- This scenario will be implemented when possible, if Nobles County Health, and MN State Covid-19 numbers dictate.
- **No Visitors** will be allowed during Hybrid Learning.
- All grades will meet in their classrooms.
- Elementary Specials (Music, and Band) will come to the students classroom for instruction. Lunch will be served and ate in the student's classroom.
- 8th Grade classroom will be in the school classroom to meet social distancing requirements.
- There will be no library, but teachers will be allowed to check books out and assign to students in their classrooms. When the book has been read, the student will place the book in the quarantine box for 14 days when it will be sanitized and then put back into the teacher's library to be available for checkout.
- Student temperatures will be taken before entering the school, and/or school bus. If 100 degrees Fahrenheit or higher, the child will be sent home or not allowed to ride the bus.
- Physical Education classes will be held outside, weather permitting. If weather becomes too cold, rain, or adverse conditions, PE classes can be held in the gymnasiums with appropriate socially distancing practices.

SCENARIO 3: DISTANCE LEARNING

This scenario may be implanted if the Nobles County Covid-19 number of cases goes above 20 per 10,000 county citizens, or if the Governor or MDE declares a need for this model. This is the most severe model, where as all educational learning would be through Distant Remote Learning not on school grounds. There would be not gathering of groups on school grounds for any reason. Administration may need to allow certain meetings/instruction on a case by case basis, if permitted by MDE or MDH.

In the Distance Learning Model:

- Classroom teachers will communicate the daily class schedule when moving to distance learning.
- The daily class schedule will be followed from 8 am to 3 pm. All lessons will be recorded and uploaded to Google Classroom so students, who missed the lesson or lessons, can watch them and do their homework assignments.

- Teachers will be required to provide a minimum of 2 hours direct instruction to all students between 8 am and 3 pm.
- PE and Music will come to the teacher's classroom, if staff can be in the building, and provide instruction for their class so students do not have to log on again. If families aren't able to participate, the lessons will be recorded, and the families will set the time to complete the assignments.
- Google Meets or Hangouts will be the digital platform used.
- Teachers will be teaching from the school building during the school day, and be available to students/families via telephone or virtually (google meets).
- Students would be learning digitally at home/daycare and would be required to participate in their daily classroom activities.
- Each student will be provided with a technology device: Ipad or Chromebook, if needed.
- Attendance is required during distance learning and students will demonstrate this through participation in classroom activities, meeting with their teachers, and turning in school work.
- Grades K-2 Class Material Process/Options:
 - Option 1: Online home print assignments have student complete work and submit electronically – no packet pickup.
 - Option 2: A family may choose to have the school generate documents for pickup at school on Fridays with completed materials returned to school on Friday.
 - Option 3: If a family receives free and reduced meals, we may be able to drop off assignments on Fridays with their meals.
- School Age Childcare will be provided for Essential Workers only.
- Meals will be provided for all students, if requested by the parent.
- During the Distant Learning model of school, the school social worker will provide regular social emotional learning education district wide, meet individually with referred students, and be available for ongoing assessment of mental health needs of the students within the district.
- Any family may request this model of education delivery during the year, if you feel that it is not safe for your child to return to school. We are asking that you commit to 1 semester, if you desire this model.

Section 2: SAFETY MEASURES

1. **COVID-19 PROGRAM COORDINATOR:** The RLB point of contact will be Superintendent Ray Hassing. Additionally, Janet Pedley and Lon Eichenberger will points of contact, as well. This staff will communicate concerns, challenges, and lessons learned related to Covid-19 preventative activities as needed for staff, students, families, and local health officials.
2. **EMPLOYEE AND STUDENT SAFETY DAILY SYMPTOM SCREENING CHECKLIST**
 - a. To curb the spread of Covid-19 and minimize the potential risk of exposure, we are requiring staff and students to complete a daily health check before coming to school. We ask parents to assist students with this screening. See page 4 of this document.
3. **UNDERSTANDING ISOLATION AND QUARANTINE**
 - a. It is important to know the difference and reasoning behind isolation and quarantine.

ISOLATION OR QUARANTINE

Isolation and quarantine help protect the public by preventing exposure to people who have or may have a **CONTAGIOUS DISEASE**.

ISOLATION separates sick people with a contagious disease from people who are not sick.

QUARANTINE separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.

ISOLATION	QUARANTINE
Isolation is for people who are ALREADY SICK .	Quarantine is for people who are NOT SICK , but may have been exposed.
• Isolation separates and restricts the movement of sick people so they can't spread disease.	• Quarantined people may or may not become sick.
• Isolation in a home means separating yourself from others in the household.	• Quarantined people must stay at home or another location so they don't unknowingly spread disease.
• A sick person isolating at home should seek medical treatment if unable to manage symptoms.	• If you are quarantined and you become ill, you can seek medical evaluation from a healthcare provider.
• Isolation is usually voluntary, but in a public health emergency, officials have the authority to isolate people who are sick.	• Quarantine can be voluntary, but in a public health emergency, officials have the authority to quarantine people who have been exposed to an infectious disease.
• Stop isolation only if you've had no fever for at least 72 hours; AND have improved symptoms; AND at least 10 days have passed since your symptoms first appeared.	

4. **COVID-19 CASES CONFIRMED** While our hope is to avoid cases of COVID-19 while in the school building, it is possible that students, staff, or family members may test positive for COVID-19. In the case that a case is confirmed within the school we will begin our procedures for reporting and contact tracing. We will work with our Regional Support Team to identify whether the person who is ill was present on school grounds while infected and whether that resulted in any close contact exposures among students or staff. Close contact exposures are defined as someone that you were within 6 feet for more than 15 minutes while NOT wearing a mask. Close contact is typically limited to contact that individuals have indoors while NOT socially distanced and NOT wearing a mask. It is important to us that close contacts of students are traced and quickly identified. Simply being in the same class or grade level does not mean that a student or staff member has been in close contact. The CDC does not recommend universal testing of all students and staff

5. GUIDANCE IF EXPOSED: While we all hope to avoid exposure to illness from COVID-19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is your health and safety, and for those around you. In this rapidly changing situation, healthcare providers should have the most up to date information from the MDH.

Please do the following:

- Quarantine yourself in a specific room away from others in your home.
- Contact the following (in order of priority), let them know if you have been exposed to Covid-19, then follow their instructions:

- Your healthcare provider
- Round Lake Brewster School Office
- RLB Superintendent
- In case of emergency, call 911 and let them know you have been exposed to Covid-19, then follow their instructions.
- If you have been diagnosed with Covid-19, you may return to work/school when all 3 criteria have been met:
 - At least 3 days (72 hours) have passed since recovery (no fever without the use of fever-reducing medications); and
 - You have improved the respiratory symptoms (cough, shortness of breath, etc.); and
 - At least 10 days have passed since symptoms that occurred.
- If you have symptoms that could be Covid-19 and do not get evaluated by a medical professional or tested for Covid-19, it is assumed that you have Covid-19 and may not return to work/school until the three criteria listed above have been met.

6. Covid-19 Case Form: If an employee or student becomes ill on campus/district, he/she will immediately report to the school's isolation room and the questionnaire form will be completed to determine areas and people exposed.

Once the employee or student arrives at the isolation room, the nurse/supervisor will immediately provide them with a mask and gloves, if they do not have them. The nurse/supervisor will explain that this is to help protect other employees and students to prevent the spread of the potential virus.

- The nurse/supervisor attending the suspected infected person, should also wear a protective mask and gloves.
- The nurse/supervisor will direct the ill employee to leave work or call the parent of the student to be picked up from school.
- The nurse/supervisor and Superintendent must identify persons who may have come in contact with the suspected infected person. Unless required by the local health authority, the name of the person should not be provided.
- The isolation area and suspected employee's or student's work area/classroom must be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.

7. Social Distancing: Social distancing is an effective way to prevent potential infection. Round Lake Brewster employees, students, parents, and visitors should practice staying approximately 6 feet away from others and eliminating contact with others.

- Staggered arrival and drop off times or locations may be put in place to limit contact between students.
- Students will be placed in cohorts/classrooms to limit interactions and potential exposure between students.
- Taped lines and distance reminders will be used to remind students and staff of social distancing requirements.
- Daily schedules will be modified to limit contact between students.
- Virtual group events, gatherings, and meetings will be encouraged.

8. Masks: Governor Walz issued Executive Order 20-81 which required Minnesotans to wear a face covering in all public indoor spaces and indoor businesses. Face masks have been identified as a method to reduce the risk of exposure to Covid-19.

9. Personal Workspace/Classroom: All teachers and students are asked not to visit another classroom outside of their team or grade level. Employees are encouraged to disinfect their own personal workspace (teacher's desk, phone, etc.) throughout the day, giving special attention to commonly touched surfaces.

10. Shared/Communal Spaces: There will be limited access to certain shared spaces within the school to reduce exposure to risks and ensure safety. Space usage is as follows:

- **Playgrounds:** students will be allowed on the playgrounds with students from the same grade level, if possible. Paras will be assigned to supervise classrooms at recess. Social distancing will be encouraged when possible and because playgrounds are outdoors, students will be allowed to play without masks, as long as they practice social distancing.
- **Cafeteria:** Students and staff are not to congregate in the cafeteria or lounge. Students will eat in their classrooms.
- **Library:** will be the 6th grade classroom, and will not be allowed for students to use. Libraries will be set up in each respective classroom thru the classroom teacher.
- **Staff Lounge:** may be used by staff with appropriate social distancing.
- **Copy Room:** there will be limited access to the copy room. No more than 3 employees in the room at one time.
- **Restrooms:** there will be limited access to each bathroom. Signage will be included to limit numbers in the restrooms. Staggered restroom breaks will have to occur.
- **Locker rooms:** Grades 7/8 PE students should plan to wear appropriate clothing as the locker rooms will be unavailable.
- **Gyms:** will be used with appropriate social distancing guidelines.

11. Classroom Arrangements and Cleaning: Student seating in classroom areas will be modified to maintain a healthy environment.

- Space seating/desks at least 6 feet apart when feasible.
- Turn desks to face in the same direction.
- Physical barriers may be used in areas where it is difficult for individuals to remain at least 6 feet apart.
- Students should wipe down their desks throughout the school day, if possible.

12. Visitor Restrictions: the safety of our staff and students is our top priority. To help prevent the spread of the virus, and to reduce the risk of exposure, we will not allow any visitors to visit classrooms during the school day. Please call the office, if you have any questions or if you would like to schedule an appointment. Any visitor must wear a mask, will have their temperature taken, and will have to fill out the health questionnaire on page 4.

13. Transportation: face masks will be required to ride on all school vehicles.

14. Facilities Cleaning/Disinfecting: The school district will adhere to increased regular cleaning practices and procedures. Our custodial staff will develop a schedule for increased cleaning routines for frequently touched surfaces, and they will sanitize bathrooms every hour, if possible.

GENERAL DISINFECTION MEASURES

Category	Area	Frequency
Workspaces	Classrooms, Office Areas	At the end of each use/day
Appliances	Refrigerators, Microwave, Coffee Machines	Daily
Electronic Equipment	Copier Machines, Keyboards, Telephones, Shared Monitors	At the end of each use/day
General Used Objects	Handles, Light Switches, Sinks, Restrooms	At least 4 times/day
Buses	Bus Seats, Handles/Railings, Belts, Window Controls	At the end of use/day
Common Areas	Cafeteria, Library, Conference Rooms, Gyms, Common Areas	At the end of use, between groups

The goal of the Round Lake Brewster School District is to keep everyone safe and healthy. Your cooperation with these guidelines is essential to allowing us to have all of our students in the building. If any questions, please contact the school office at 507-842-5951.