

# COVID-19 DASD Reopening Plan



Drummond Area School District

*Approved by DASD Board of Education*

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## PURPOSE

This plan serves as a framework for the reopening of the Drummond Area School District for the 2020-2021 school year. This plan is based on the recommendations of the Center for Disease Control and Prevention, The Wisconsin Department of Health, the Wisconsin Department of Public Instruction, and the Bayfield County Health Department. The health and safety of our students, staff, families and communities is the top priority in the design of each component of the plan. ***The plan will be continually evaluated and updated as conditions allow with the primary focus on health and safety of students, staff, and community.***

The goals of this plan are to minimize risk to students, staff, and community; support social emotional and mental health needs due to the COVID-19 Pandemic; and to support student learning and achievement.

## RESOURCES FOR STAFF AND FAMILIES

### GUIDES FOR REOPENING SCHOOLS:

- [Centers for Disease Control & Prevention: Considerations for Schools](#)
- [Wisconsin Department of Public Instruction: COVID-19 Information](#)
- [NFHS Guidance For Opening Up High School Athletics And Activities](#)
- [Educator Resilience and Trauma-informed Self Care Self-assessment and Planning Tool](#)
- [Educator Stress Spectrum](#)
- [Relationship Mapping Tool: Ensure everyone had a strong connection to someone](#)
- [Supporting Student Resilience and Well-Being with Trauma-Informed Care Educator Self-Assessment & Planning Tool](#)

### STAFF RESOURCES

- [WI DPI Considerations for Teaching & Learning in a Pandemic](#)
- [Reunite, Renew, and Thrive: Social and Emotional Learning \(SEL\) Roadmap for Reopening School](#)
- [PRACTICAL WAYS TO INTRODUCE AND BROADEN THE USE OF SEL PRACTICES IN CLASSROOMS, SCHOOLS, AND WORKPLACES](#)
- [A Trauma Informed Approach to Teaching Through Coronavirus](#)
- [General SEL Guidelines for Educators, Parents, and Caregivers](#)
- [ASCD Helping Students Cope with Change and Disruption](#)

### PARENT RESOURCES

#### **Parent resources during a pandemic:**

- [How to Help Your Kids Handle Disappointment: Child Mind Institute](#)
- [Self-Care in the Time of Coronavirus: Child Mind Institute](#)
- [Supporting Kids During the Coronavirus Crisis: Child Mind Institute](#)
- [Supporting Teenagers and Young Adults During the Coronavirus Crisis: Child Mind Institute](#)
- [Talking to Children About COVID-19: AACAP](#)
- [Finding the Right Words to Talk with Children and Teens About Coronavirus: CSTS](#)
- [Guidance from DPI for families](#)
- [Supporting Parents During a Pandemic](#)

● Supporting Learning at Home from Child Mind Institute:

- [PreK](#)
- [K-2](#)
- [3-6](#)
- [7-9](#)
- [10-12](#)

**Blended learning resources for parents:**

- [Internet Safety for Parents](#)
- [5 Things Parents Need to Know About Blended Learning](#)

**CDC SCHOOL GUIDELINES FOR (RE)OPENING K-12 SCHOOLS**

*The CDC recommends the following guidelines for districts in making (re)opening decisions regarding K-12 schools during the COVID-19 pandemic.*

**INITIAL HEALTH AND SAFETY REOPENING CONSIDERATIONS**

<i>Action Needed</i>	<b>District Response</b>
<i>Will reopening be consistent with applicable state and local orders?</i>	<b>Drummond is working closely with the Bayfield County Health Department in the development of this plan.</b>
<i>Is the school ready to protect children and employees at higher risk for severe illness?</i>	<b>Staff and students with high risk conditions will receive required accommodations.</b>
<i>Are you able to screen students and employees upon arrival for symptoms and history of exposure?</i>	<b>A screening checklist will be provided to staff and parents for daily use. See attached checklist.</b>

**DISTRICT HEALTH AND SAFETY ACTIONS TO BE IN PLACE**

<i>Action Needed</i>	<b>District Response</b>
<i>Promote healthy hygiene practices such as hand washing and employees wearing a cloth face covering, as feasible.</i>	<b>Cloth face coverings will be required of all staff and students at all times in the building. Accommodations will be made for staff and students if they are medically unable to wear masks.</b>

<i>Intensify cleaning, disinfection and ventilation.</i>	<b>Daily cleaning of high touch surfaces will be incorporated into building cleaning plans. Deep cleaning of the building will occur twice weekly. CDC recommended disinfectants will be used in all areas. The building HVAC system will undergo an evaluation by specialists and repairs made as needed prior to the start of school.</b>
<i>Encourage social distancing through increased spacing, small groups and limited mixing between groups, if feasible.</i>	<b>In the elementary school students will be instructed using a cohort model in which a group of students will stay together throughout the day with teachers moving rather than students. Staggered schedules to limit hallway congestion will be implemented in the secondary school. Classrooms will be arranged to create social distancing between students.</b>
<i>Train all employees on health and safety protocols.</i>	<b>All employees will receive training prior to school on COVID-19 health and safety protocols.</b>

**ONGOING HEALTH AND SAFETY DISTRICT MONITORING PROCEDURES**

<i>Action needed</i>	<b>District Response</b>
<i>Develop and implement procedures to check for signs and symptoms of students and employees daily upon arrival, as feasible</i>	<b>All employees and families will be provided a COVID-19 checklist to go through each day prior to arrival. Any employee or student who presents COVID-19 symptoms during the school day will be assessed and quarantined if necessary. Parents will be required to pick students up immediately if quarantined and follow the guidelines in the COVID-19 Signs, Symptoms, and Exposure Flowchart.</b>
<i>Encourage anyone who is sick to stay home.</i>	<b>See COVID-19 Signs, Symptoms, and Exposure Flowchart.</b>

<i>Plan for students or employees to get sick.</i>	<b>See COVID-19 Signs, Symptoms, and Exposure Flowchart.</b>
<i>Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures.</i>	<b>Ongoing communication with Bayfield County Health Department will occur. Daily monitoring of cases and exposures will occur. Any changes to operations, policies and procedures will be communicated.</b>
<i>Monitor student and employee absences and have flexible leave policies and practices.</i>	<b>See Student Health and Staff Health sections.</b>
<i>Be ready to consult with local health authorities if there are cases in the facility or an increase of cases in the local area.</i>	<b>DASD is included in all emergency management communications by Bayfield County Health Department.</b>

**SCHOOL SCENARIOS FOR 2020-21**

Three models of instruction are being planned for the 2020-2021 school year.

Many factors will influence movement from one model to another as changes in the pandemic affect our community. Having plans for three different models of instruction will allow the district to move from one model to another easily and efficiently if needed.

**Option 1: In person/Blended**

Students will attend school for instruction in the following manner as outlined below.

- 4K will attend two days a week.
- K-6 students will attend 4 days a week in person, Monday, Tuesday, Thursday and Friday and 1 day Wednesday virtually.
  - Cohorts (the class) will be established and students will stay with that cohort throughout the school day. Whenever possible teachers will move and students will remain in their classrooms.
  - Wednesday everyone 4K-6 virtual. Deep cleaning of the building.
- 7-12 students will attend following 2 days a week in person and 3 days virtually.

- Groupings have been created with grades 7-9 and 10-12. This limits the number of students in the building at any given time throughout the week.
  - Grades 10-12 in person Monday and Friday. Online Tuesday - Thursday.
  - Grades 7-9 in person Tuesday and Thursday. Online Monday, Wednesday, Friday.
  - Wednesday everyone 7-12 virtual. Deep cleaning of the building.
  - Bell schedules will be staggered.
- All students will be required to wear masks (unless medical conditions prevent them from wearing a mask and a face shield will be provided or some other appropriate accommodation).
  - All classrooms will be set up to provide social distancing throughout the day.

## Option 2: Blended for Elementary

This model is a blend of onsite and virtual learning. The school week would be partially in person on site and partially virtual.

- Elementary students would attend part of the week in person and part virtually.
- Parents will work with school staff in the design of this model based on individual and family needs.

## Option 3: Virtual

Students would not attend school in person and all learning would be in a virtual environment. This model will be implemented if there is a closure of schools by authorities.

Families will be given the option of full-time virtual attendance if they prefer it. This option is available each semester.



## OPERATIONS

### School Safety and Cleaning

- Staff and students will be required to wear face coverings when in the building and on school busses.
  - Face coverings may be removed when outside if social distancing is possible and when eating/drinking or instrumental instruction (if social distancing). During the term of the current Emergency Order #1 August 1, 2020 to September 28, 2020 no removal of masks will be allowed during any instrumental instruction.
  - Parents will be asked to provide facial coverings for their students.
  - Every student will be provided a washable, reusable face mask upon request.
  - Face shields will also be provided if requested by students or staff.
  - Exceptions to masks may be considered through the Americans with Disabilities Act process or the IEP process by working with school administration.
  - Students and staff will be provided instruction to promote health and safety.
  - Students will be reminded to wash their hands especially before eating or touching their faces.
- Cleaning supplies will be provided to every teacher to clean and disinfect high touch surfaces in the classrooms as needed.
- Staff will be instructed in correct cleaning procedures for classroom areas.
- Custodial staff will receive instruction in proper cleaning procedures that include: regular cleaning and disinfecting of high touch surfaces multiple times per day; deep cleaning of the building twice weekly; and deep cleaning of any areas should a student or staff member test positive for COVID-19 before that area is used by staff or students again.
- Students will be instructed in hygiene procedures that promote health and safety.
- Hand sanitizer stations will be installed in every classroom and throughout the building for student and staff use.
- Social distancing aids will be used throughout the building to assist students in maintaining social distancing in areas such as hallways and the cafeteria.
- Traditional water fountains will be removed or turned off and replaced with water bottle filling stations.
- All parents will be asked to provide their student a clear water bottle for school use.
- Classes will be encouraged to use outdoor areas on school grounds for daily instruction and activities whenever possible.

- All school activities will be adjusted as necessary to meet safety guidelines.

## Building and Grounds

- All staff will have cleaning and sanitizing responsibility in their work areas in addition to custodial staff. Staff will clean and sanitize high touch areas in their rooms or offices as needed during the day. Custodial staff will clean high touch areas throughout the building during the day as well as deep cleaning of all areas twice a week.
- CDC approved cleaning supplies will be provided to all staff.
- Classrooms will have unnecessary items removed to aid in cleaning activities.
- Classrooms will be set up to provide social distancing between desks and work areas.
- HVAC contractors will be evaluating the HVAC system and addressing any needed areas prior to the start of school.
- Staff will be encouraged to open windows in classrooms to increase airflow when weather allows.
- Plexiglass or clear plastic barriers will be installed in classrooms and office areas as needed.
- Hand sanitizers will be available in every classroom and throughout the building.
- Response to any cleaning requirements needed to address any COVID-19 outbreaks will follow recommendations from the CDC and the Bayfield County Health Department.

## General School Operations

- Student arrival and pick up
  - Staggered drop offs will be used for elementary, middle, and high school students.
  - Parents/caregivers will be asked to stay in their car when dropping off or picking up students. Elementary students will be walked to door 10 to be picked up.
- Parents, volunteers, and visitors will be restricted. Any need for parents to visit will be evaluated and alternatives to in-person will be provided. All meetings such as IEPs, parent/teacher conferences, or others will be scheduled virtually.
- Classrooms and all areas in the building will be set up to allow for social distancing.
- Masks will be required in all indoor areas except when eating.
- Holding classes outdoors, weather permitting, will be encouraged of all grade levels following social distancing guidelines between students and cohorts.
- Middle/high school students will be assigned lockers that allow for social distancing.

- Elementary students will be assigned areas for their belongings and will be asked to take belongings home each day.
- School supplies will not be shared between students and all students are asked to include a mask in their supply purchase. Masks will be provided to all students and staff as needed or requested.

## Food Service

- Elementary students will eat breakfast and lunch in their classrooms and secondary students will have staggered breakfast/lunch schedules and social distance during these times.
- Disposable food trays and utensils will be used whenever possible.
- Students will not enter pin numbers for meals. Staff will enter pin numbers for students eating breakfast and lunch.
- All high touch surfaces in the cafeteria will be cleaned and sanitized between student group use.
- Breakfast and lunch will be provided for students on virtual days following the Free/Reduced/Paid qualifications.

## Student Transportation

- Parents can either choose to transport their students to and from school or use school busses. A form will be sent to all families so that they may indicate whether they will be transporting their children or using school busses.
- Masks will be required at all times on school busses by all students and drivers.
- Students not following face mask and assigned seating requirements will be subject to disciplinary action.
- Seating charts will be made for all busses to keep families seated together to enable more distancing between family units and individual students not in the same family.
- All busses will be cleaned and sanitized daily after am and pm runs.

## Technology and Virtual Learning

- All students will be provided a Chromebook for virtual learning activities at home.
- Families in need of internet access should contact the school for options.

## Student Health

- Families will be expected to screen their students health for signs and symptoms of COVID-19 each day before boarding the school bus using checklist provided by the district.
- Students that present signs or symptoms of COVID-19 during the school day will be sent to the office for assessment and quarantined if necessary. Parents will then be contacted to pick up their student.
- A quarantine room will be set up to isolate any student who exhibits COVID-19 symptoms.
- Parents will be required to provide emergency contacts to pick up their student if they are unable to or cannot be reached.
- Students with medical conditions that put them in the high-risk category will have appropriate COVID-19 plans developed if needed.

## Staff Health

- The health and safety of staff is a priority.
- The procedures outlined in this plan are designed to minimize risk to all employees and students.
- Guidance and recommendations in this plan are subject to change as conditions dictate.
- Staff are required to self-monitor daily using the COVID-19 checklist prior to entering the school building.
  - Staff must stay home if they have any of the following symptoms:
    - Fever of 100.4 F or more
    - Cough
    - Difficulty Breathing
    - Or at least 2 of these symptoms
      - Chills, sore throat, headache, body or muscle aches, nausea or vomiting, loss of smell or taste
- Refer to Employee Rights: Paid Sick Leave And Expanded Family And Medical Leave Under The Families First Coronavirus Response Act (UNITED STATES DEPARTMENT OF LABOR)

## Positive COVID-19 Test or Expected or Known Exposure to COVID-19

- Should a student or staff member test positive for COVID-19, that student or staff member and anyone in their immediate family or household who attends or is employed in the district must stay home for 14 days or as directed by the Bayfield County Health Department.
- Students or staff members who have an immediate family member test positive for COVID-19 must stay home for 14 days or as directed by the Bayfield County Health Department. (See attached Student or Staff Expected or Known Exposure Flow Chart)
- Students or staff who have or are a primary caregiver test positive for COVID-19 must stay home for 14 days after the last exposure or as directed by the Bayfield County Health Department. (See attached Student or Staff Expected or Known Exposure Flow Chart)
- Students or staff notified by public health officials that they have been exposed or have been advised by a medical provider to be tested based on the exposure must stay home and follow the directions of public health or their medical provider. If not tested for COVID-19 the individual must stay home for 14 days past last exposure or per public health requirement. If tested and negative the individual may return to school or work. If tested and found positive the individual must stay home until public health determines they can return.
- DASD will work with the Bayfield County Health Department on all cases of positive COVID-19 tests or expected or known exposures.

## **Parent Screening Document**

**Parent screening document prior to sending students to school. Does your child have any of the following symptoms? Review Student or Staff with Symptoms Flow Chart.**

- **Does your child have a temperature of 100.4 or higher**
- **Sore Throat**
- **New uncontrolled coughing that causes difficulty breathing**
- **If your child has asthma is there a change to their coughing**
- **Diarrhea, vomiting, or abdominal pain**
- **New onset of severe headache, especially with a fever**
- **Loss of taste or smell**
- **Close contact or recent exposure to an infected person for a 15 minute or more time frame.**
- **Traveled to an area where the State health department is reporting large numbers of COVID-19 cases.**

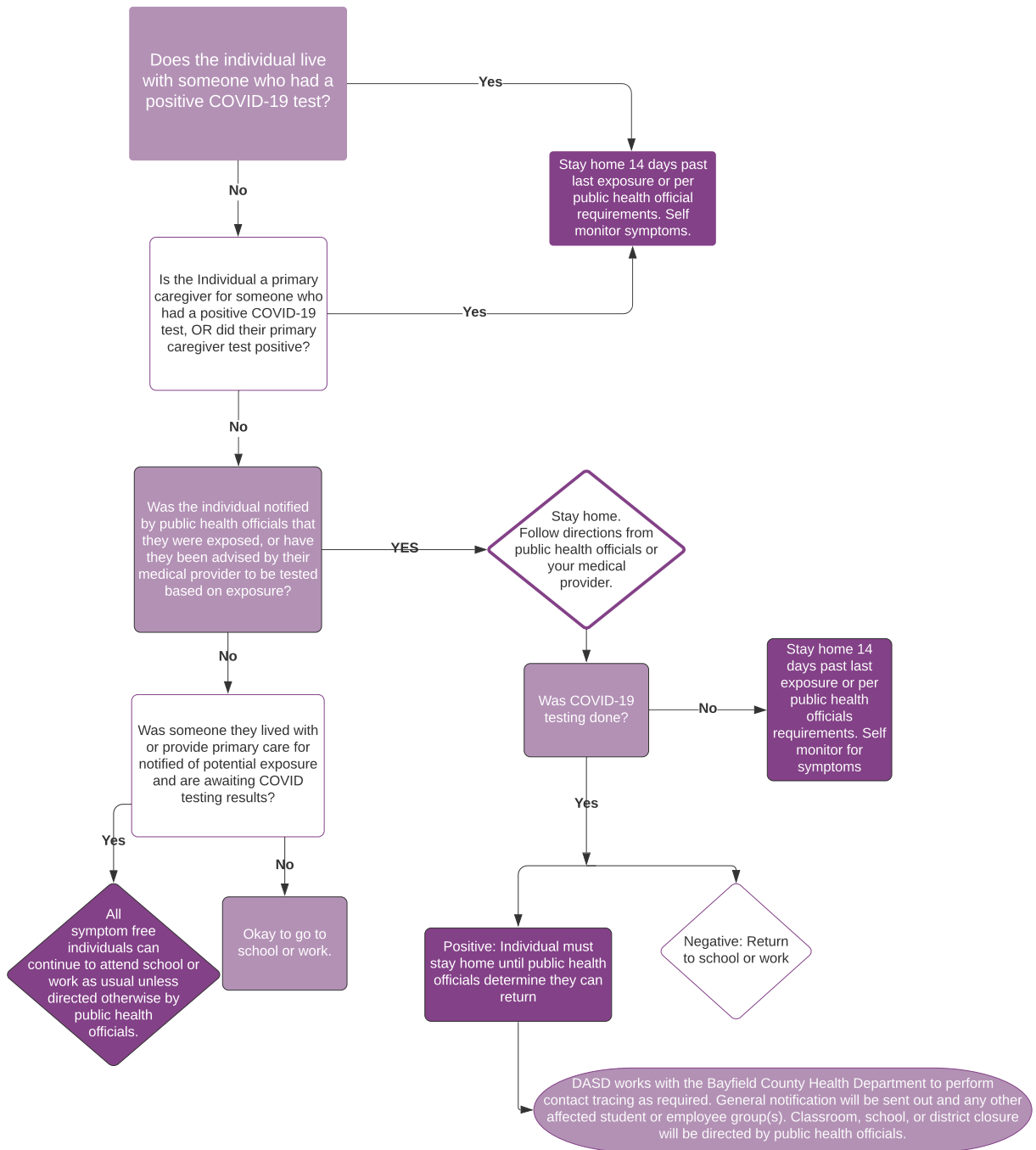
**IF YOU ANSWER YES TO ANY OF THESE QUESTIONS, DO NOT SEND YOUR CHILD TO SCHOOL.**

# Student or Staff with Expected or Known Exposure Flowchart

## Drummond Area School District response to COVID-19 signs, symptoms, and exposure

\*Note: Not every possible scenario is captured by this flowchart. Staff must contact administration any time they have symptoms or possible exposure. Questions from families will be directed to Ms. Lamb or Mr. Knight.

### STUDENT OR STAFF WITH EXPECTED OR KNOWN EXPOSURE



# Student or Staff with Symptoms Flowchart

## Drummond Area School District response to COVID-19 signs, symptoms, and exposure

\*Note: Not every possible scenario is captured by this flowchart. Staff must contact administration any time they have symptoms or possible exposure. Questions from families will be directed to Ms. Lamb or Mr. Knight.

### STUDENT OR STAFF WITH SYMPTOMS

