

Sweet Springs R-VII School District



Re-Entry Plan 2020-2021 School Year

The guidelines and protocols outlined in this document are subject to be revised as needed by administration and the COVID-19 Committee to reflect local, county, state, and federal guidance and conditions.

July 2020

Dear Greyhound Family,

COVID-19 has brought about so many challenges and has required each of us to determine what the “new normal” will look like within our homes, schools, work environments, and communities. While it is recognized there are a variety of individual views on the situation at hand and many different plans being implemented by area school districts, please know the Sweet Springs R-VII School District is committed to providing a quality education for all students, while also ensuring the safety and overall well-being of students and staff.

District decisions are made based on the information known and given by local and state health officials, Missouri Department of Elementary and Secondary Education (DESE), the Center for Disease Control (CDC), The American Association of Pediatrics (AAP), area school district leaders, district surveys, as well as input from the district’s COVID-19 Committee. Because the circumstances and situations concerning COVID-19 are very fluid, it is important for all of us to remember that patience, flexibility, and cooperation is necessary as we continue to navigate through much uncertainty together. This plan will be adapted and adjusted as frequently as needed to best meet area conditions and guidelines, while trying to remain practical and effective. It is the district’s hope that this plan will provide a sense of security, structure, and normalcy to the lives and education of our students.

We ask that any concerns, suggestions, or ideas be communicated directly to building level administration to open lines of communication. As a district, we will be diligent in remaining as transparent as possible in our communication efforts, while adhering to FERPA and HIPAA laws.

I encourage each of you to move forward with optimism, grace, and compassion as we continue to work together to make the 2020-2021 school year safe and successful for our students and staff.

Respectfully,

Lori Price, Superintendent
Sweet Springs R-VII Schools

Determination of Levels for Community Spread/Transmission

To be determined by the Saline County Health Department

PPE Strategies

Level I - Masks/face shields are strongly encouraged and recommended

Levels II & III - Masks/face shield recommended or required for students and employees

Level III -Consideration of off-site learning

Learning Structure Levels

Important vocabulary to know:

Homeschool - Students learn from home. Curriculum is the responsibility of the parent.

Virtual Learning - Students learn online with a certified teacher, following the virtual curriculum of the third party company. Students are not instructed by Sweet Springs teachers.

Distance Learning - Students learn online or through packets following the curriculum of Sweet Springs School District and will be instructed by Sweet Springs teachers.

- The 2020-2021 school year will also consist of three levels. Picture the learning levels as a stop light:
 - Level I (Green) - Go: In-person, on-site learning, 5 days a week.
 - Level II (Yellow) - Caution: One day of the week will move to off-site distance learning.
 - Level III (Red) - Stop: All learning will move to off-site distance learning five days a week.

- As of the date of this publication, the district will begin the academic school year for students on Thursday, August 27th, at Level I (Green). It is possible for the district to change levels before the start of the school year based on the conditions of the area and on recommendations of local and state health and government officials. It is also possible for the district to skip levels. For example, the district could go from a Level I (Green) to a Level III (Red), if deemed necessary.
 - Level I (Green) - Traditional school setting consisting of in-person, on-site learning for students and staff, five days a week. Teachers will be encouraged to focus one to two days per week on distance learning. In other words, teachers and students will be in the classroom as normal, but will conduct class one to two days a week focusing on presenting and learning the material with tools that would be utilized for distance learning

to better prepare students and teachers for a partial to full closure or for distance learning opportunities, in general.

- Level II (Yellow) - Blend of traditional school setting and distance learning. Students will have in-person, on-site learning on Monday, Tuesday, Thursday, and Friday. On Wednesdays, students will be participating in distance learning. All certified and classified staff will be in the buildings on Wednesdays. Teachers will focus on distance learning and instruction, as well as provide feedback to students and parents. Classified staff will assist with deep cleaning the facilities on this day. Administration will assist teachers and classified staff in any way needed.
- Level III (Red) - Distance learning for students, five days a week. All certified and classified staff will be on-site on a rotating basis to be scheduled by administration. Teachers will continue to focus on distance learning and instruction, as well as provide feedback to students and parents. Classified staff will assist with various tasks throughout the buildings unless otherwise directed. Masks required when around other employees.

**In the event of a Stay at Home Order being issued by government or health officials, distance learning will continue for students during the academic calendar year. All certified and classified staff will stay home. Teachers will continue to focus on distance learning and instruction, as well as provide feedback to students and parents. If meal preparation and deliveries are encouraged by DESE or the governor, classified staff may be asked to assist with this as they did for the Spring 2020 closure.*

- If your child would require off-site learning (virtual/packets) instruction due to health/safety reasons, please contact school offices at 660-335-6348 (Elem), 660-335-6341 (JH/HS), Central Office 660-335-4860. District personnel will be back in the Elementary and JH/HS Offices starting August 3, 2020. (Students and parents will need to commit to a minimum of one semester.)

General Information for Students and Faculty/Staff

- Masks - Students and staff are strongly encouraged to wear masks while riding on the school bus, during transition/passing periods, and when social distancing is not able to be maintained.
 - If a student or faculty/staff member is unable to obtain masks, the district will provide a mask. However, availability of district masks is subject to the

district's ability to procure masks (shortages of masks may limit availability).

- Homemade masks or purchased masks are acceptable, but must meet school dress code guidelines.
- Student requests for masks are subject to approval from parents/guardians.
- Masks must be in clean, sanitary condition.
- Students will NOT be allowed to share masks.
- Students will be guided to wash hands multiple times per day.
- Hand sanitizer will be provided at multiple locations throughout the school, as well as provided in every classroom.
- Daily sanitizing and disinfection of facilities and buses will be a priority throughout the district buildings.
- Drinking fountains will not be used, except for the bottle filling capabilities.
 - Students should bring personal water bottles from home. They should be labeled with the student name, and in clean, sanitary condition.
- The district will increase educational opportunities throughout the school year regarding good hygiene practices like hand washing, coughing/sneezing into sleeves, staying home when you don't feel well, etc.
- For the time being, student activities and athletics will be conducted as usual to the extent they are permissible under local, state, and federal guidelines. It is possible attendance at such events will be limited or restricted.
- The district will limit larger indoor gatherings like morning meetings, assemblies, etc.
- The district will limit the number of visitors to the buildings.
- There will be assigned seating on school buses and classrooms. School districts will be asked to provide information to health departments to assist with contact tracing should a student/staff member test positive for COVID-19. Therefore, assigned seating is necessary. By having seating charts in the classrooms and on the buses, the number of students needing to be quarantined can be minimized and quickly identified.
- Social distancing will be encouraged and observed to the extent possible by all faculty, staff and students.
- Attendance incentives for students will cease. Staff and/or students who are sick need to stay home.

Understanding and Recognizing COVID-19

- Faculty and staff will be trained to recognize symptoms that may be associated with COVID-19. Training will include, but will not be limited to, online modules

provided by the Missouri United School Insurance Council. The CDC lists the following as possible symptoms of COVID-19

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Congestion or runny nose
- Headache
- Sore throat
- Newly emerged loss of taste or smell
- Nausea or vomiting
- Diarrhea

General Health Information for Students and Faculty/Staff

- Parents and students, as well as staff members, are encouraged to self-screen at home for potential COVID-19 symptoms before coming to school. Anyone with symptoms of illness should stay home.
- Students at school who display health symptoms that could suggest COVID-19 concerns will be checked by the nurse. If evaluation by the nurse suggests potential for COVID-19 infection, the student will be masked (if the student does not have one) until picked up by a parent/guardian.
- Students with a temperature of 100 degrees or higher will be sent home.
- A student excluded from the school environment due to COVID-19 concerns may return to school in accordance with guidelines provided by the health department. Please understand that guidelines may change over time. At the time of this publication, the guidelines are as follows:
 - Students/Staff with symptoms, but not tested for COVID-19 may return if the following conditions are met:
 - No fever for 72 hours or more without use of over the counter medication that reduces fever and showing significant improvement for 7 days after the onset of symptoms.
 - Students/Staff with symptoms, but tested negative for COVID-19 may return if the following conditions are met:
 - No fever for 24 hours without the use of over the counter medication that reduces fever and showing significant improvement of symptoms.
 - The student/staff member has received 2 negative COVID-19 tests in a row, with at least 24 hours between tests.

- Students/Staff that have tested positive for COVID-19 may return if the following conditions are met:
 - 14 days have passed without symptoms.
 - Student/staff member has received 2 negative COVID-19 tests in a row, with at least 24 hours between tests.
 - Student/staff member has been released and given written approval to return by a healthcare provider.
- Other scenarios regarding student health will be handled according to guidance from and consultation with the Saline County Health Department.
- According to the Missouri Center for Public Health Excellence, it is recommended that if there are over 5% of the student body in a building or district that test positive any day, 4% that test positive over 2 days in a row, or over 3% for 3 days in a row that the building or district close for 10 days. (Percentages may change as we get closer to school and better scientific data becomes available). In addition districts may close for 1-2 days for cleaning and disinfection of a school building or exposed area if unable to clean during the nighttime closing, in the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the staff or student in that building.
- Communication procedures if staff/student tests positive for COVID:
 - The health department will notify the school if a student or staff member has tested positive. We also ask for families to notify the office if they suspect or confirm COVID.
 - The school will work with the health department to determine who has been exposed (within 6 feet for 15 minutes or more). The school or health department will contact those families to inform them their child has been exposed and needs to quarantine for 14 days. The school will also notify the community of COVID exposure and ensure that those DIRECTLY exposed will receive a phone call. The information given will be vague due to HIPPA regulations, which prevents us from disclosing personal information (name, age, grade) of the person who contracted COVID.
 - At that point, at home learning will take place for that child(ren) through google classroom/hard copies of instruction notes and to obtain assignments. Student attendance will be based on students viewing the daily instruction through notes/google classroom and completing the daily assignment.

- If the student is ill and cannot view the instruction and complete the work, attendance will not be taken and the student can make up the work on a day they feel better.
- If the student does not have a device to assist them in obtaining access to online instruction due to quarantine, the student's chromebook assigned to them at school will be checked out to the student to use at home during the quarantine period. It is possible, the district will be able to offer hot spots to be available to students who have no or limited internet access. However, due to many low spots within our district boundaries regarding cell phone service, in general, these hot spots may not be beneficial if no cell phone service is even available. Should this be the case, hard copies of all instructional notes and assignments will be provided to the student. The district may also add a wireless access point to the school building so that students/parents can sit in their vehicle to obtain internet access. *Students learning on-site and through distance learning will be following the same curriculum, learning the same concepts, and have the same assignments given to them.*
- At home/distance learning will also be available for students who are instructed by the health department to quarantine due to family exposure.
- Students learning at home through distance learning and students who are learning in-person onsite at school, will be following the same curriculum, learning the same concepts, and having the same assignments given to them. This will not consist of assignments that are considered practice and reinforcement of past learned concepts as it was during the spring school closure.
- The classroom environments where the exposed student/staff have been will have all surfaces disinfected, as well as air disinfectant treatments. The area could remain unoccupied for 24 hours to protect staff and students. The area will be extensively cleaned to meet standards before reopening.
 - Depending on the area or multiple areas, this could lead to classrooms being closed or the entire school being closed for 24 hours or more.
 - The school will communicate all school closures via TextCaster and Social Media.

Transportation Information

- **Parents/guardians are encouraged to transport students to and from school instead of using bus service.** Drop-off and pick-up systems will be

organized to ensure social distancing to the greatest extent possible. Please use the system for dropping-off and picking-up students that is already in place.

- **Parents MUST contact the school to request bus transportation.**
- Please be consistent with the mode of transportation for your child this school year. For example, if transporting your child to and from school, please do so for the duration of the school year. The district **MUST** assign seats to assist with contact tracing. Inconsistencies will make this challenging to do.
- The school will only be open during posted hours located in the district handbook. Early drop-offs will not be permitted due to little to no supervision prior to posted hours.
- Buses will be sanitized multiple times per day.
- Hand sanitizer will be available on school buses.
- Only students residing in the same household will be permitted to sit in the same
- It is highly possible for masks to be mandatory on buses if social distancing cannot be maintained.

Arrival at School

- PreK students will go directly to the classrooms upon arrival.
- K-6 students will go directly to classrooms upon arrival unless they are eating breakfast. Those students needing to eat breakfast will be allowed to do so in the cafeteria upon arrival as long as social distancing can be monitored and maintained. If appropriate social distancing cannot be monitored or maintained, it is possible for breakfast to be served in the classroom. Building level principal and the employee on morning duty will direct students to where they need to go.
- 7-12 students may go through the breakfast line using appropriate social distancing. Students will be required to spread out in the commons in an attempt to maintain social distancing. When finished with breakfast, students will be asked to go to their advisory homeroom teacher's classroom.
- 7-12 students not eating breakfast will go directly to their advisory homeroom teacher's classroom upon arrival until the first bell rings, at which point the students will be dismissed to go to their first hour class of the day.
- Students WILL NOT be allowed to linger in the hallways. Students must be in the assigned advisory homeroom classroom.
- Parents/visitors will be permitted to visit the school office, but may be screened and will they not have access to any other areas in the building unless parent/visitor is there to attend a an IEP/504 meeting that was scheduled with the special education department, in which case, the parent will be screened and escorted to the meeting room and escorted back to the school office. It may be

possible for these meetings to be held through video or phone conference calls rather than in-person.

During the School Day

- PreK-6 students will remain with their class all day. Cooperative activities with other classrooms will not be permitted.
- PreK-6 students will remain with their class in designated areas during recess. Classes will not commingle during recess.
- 4-6 grade students will remain in their classrooms and not change rooms for ELA, Math, Social Studies, or Science. This will keep elementary students from sharing any desk or table space.
- Technology devices (Chromebooks) will be assigned to students on a 1:1 basis during the school day.
- Sharing of supplies (art, other) will be minimized and/or eliminated.
- Equipment used by more than one student will be sanitized between uses.
- No field trips, assemblies, or visiting presenters will be allowed at this time.
- There will be no room parents this year at the elementary building. School holiday parties, if they occur, will remain in the assigned classroom of students with their teacher.
- PreK-6 tables/desks will be cleaned daily, if not multiple times a day.
- 7-12 tables/desks will be cleaned daily and between each class rotation.

Lunch

- Social distancing will be expected.
- Lunch shifts will be staggered to minimize the number of students gathered. All lunches will be plated or boxed. Self-serve options (salad bar) will not be available.
- Students will sit with their classes and not commingle with other classes. The number of students at each table will be limited. It is possible that lunch may have to be in the classroom.
- All tables will be cleaned and sanitized thoroughly between uses.

Attendance Policies & Incentives

- Attendance policies will be altered and attendance incentives will be removed to encourage students to stay home and not attend school when sick. In other words, the school district will not be providing attendance awards and/or incentives.

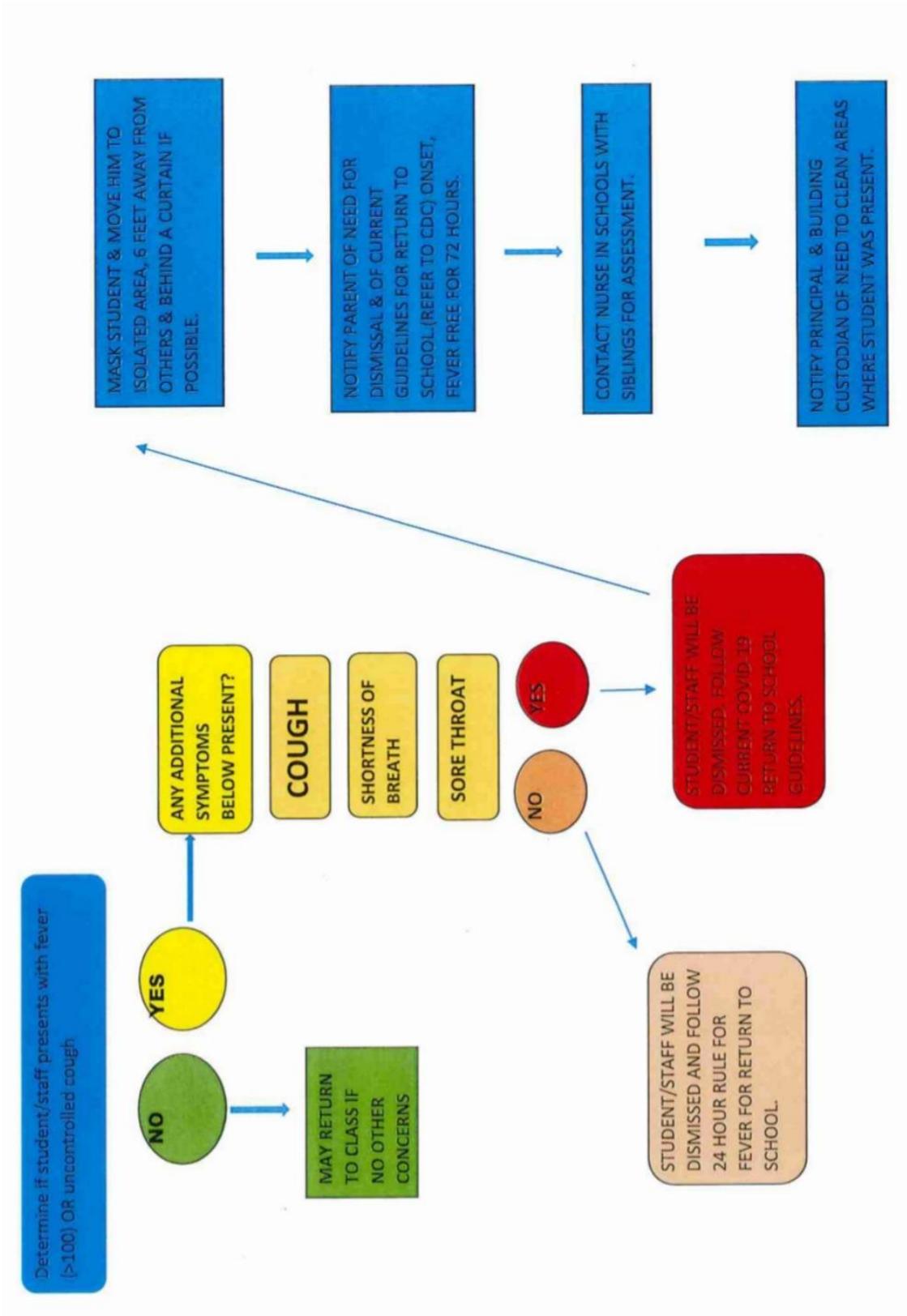
Items Considered, but NOT ADOPTED

- Temperature screenings
 - Many young individuals are asymptomatic and may not display a fever with COVID-19. Employees, parents, and students are asked to self-screen at home. Any employee or student who has a temperature of 100 degrees or higher, displaying symptoms of COVID, or not feeling well must stay home.
- Plastic shields placed on tables/desks
 - Maintaining the cleanliness of shields, especially with younger students, is a concern.
 - Behavior issues (throwing items over the shield, etc.) are a concern.
 - A jail-like confinement message/environment in the classroom is a concern.
 - Most viruses are airborne and can go around these table shields.
- Staggered hallway passing times for JH/HS students
 - Changing classes already requires commingling of students. Different passing time would provide minimal benefit. This is why face masks are encouraged, and could potentially be required, during passing times as social distancing will be difficult to manage.
- JH/HS teachers rotating rooms and leaving students in the same classroom all day
 - It is not feasible for all classes to be able to do this. For example, you cannot construct an item for agriculture construction class from the shop into the regular classroom or move science experiment supplies outside of the science classroom into another classroom. This creates more safety concerns.
- Students attending school on alternate days, alternate times, staggered school start times.
 - Limited benefit is gained if students still commingle in JH/HS classes or at activities, athletics, or other on-site or off-site social occasions.
 - Creates significant hardship for working families, especially those with younger children, and those who are economically disadvantaged.
- Limiting buses to one student per seat, or limiting students to every other seat
 - One solution regarding transportation is for parents to transport their children to and from school. The district strongly encourages this; but,

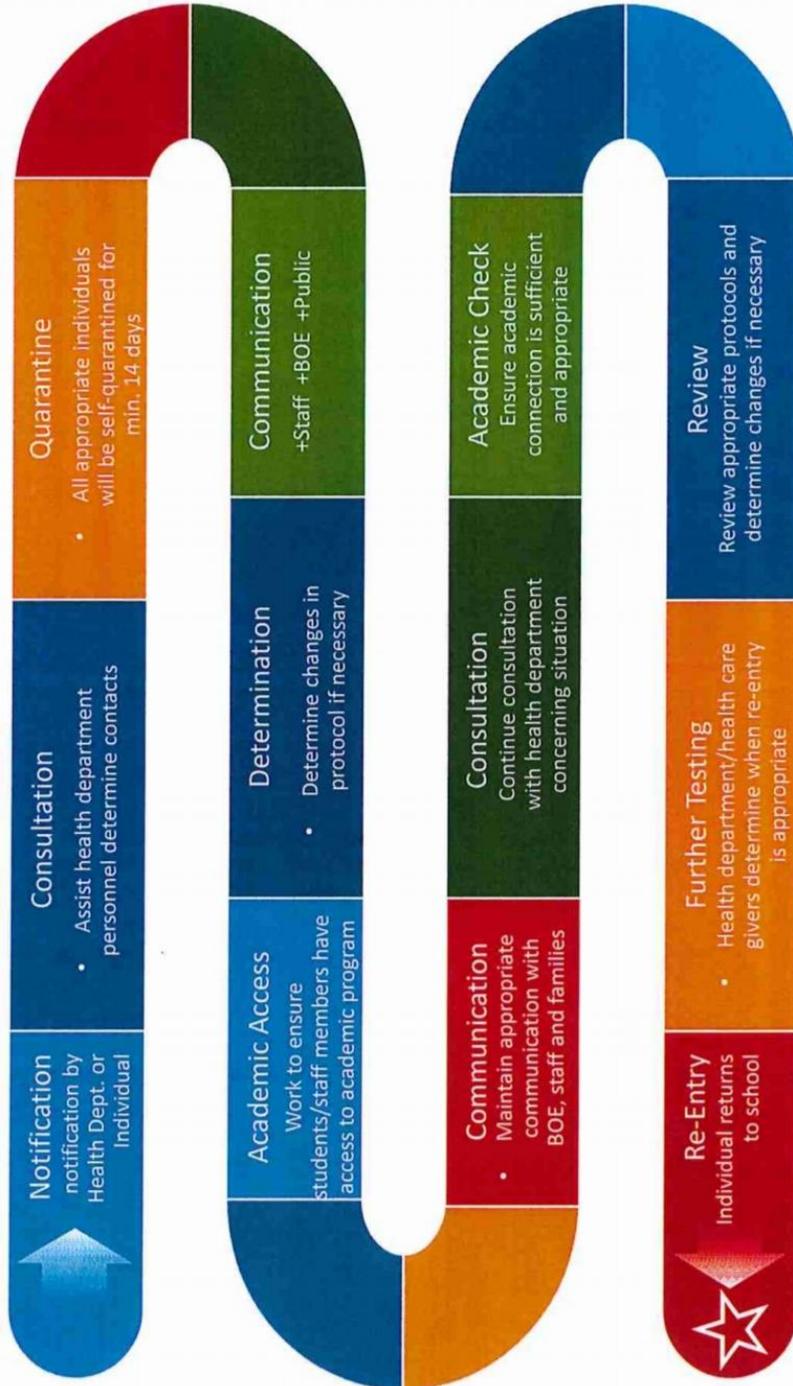
parents will need to be consistent and willing or able to voluntarily transport their children to and from school in order for social distancing on buses to work. In addition, the district is asking parents to request bus services this year, at the beginning of the year, to better assist with assigned seating and contact tracing.

- The rural nature of the school district makes it necessary for many bus routes to be quite long. It is very difficult to run a second route, or double routes, when bus routes are 45 minutes or longer.
- This reduces bus capacity by 50% or more and the district is unable to provide the buses and drivers necessary to implement.

Appendix A



Appendix B



Resources for COVID-19 Information

Centers for Disease Control and Prevention

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Fitzgibbon Hospital

<https://www.fitzgibbon.org/patients-visitors/covid19-virus>

Missouri COVID-19 Dashboard

<https://www.arcgis.com/apps/MapSeries/index.html?appid=8e01a5d8d8bd4b4f85Add006f9e14a9d>

Missouri Department of Elementary and Secondary Education, COVID-19 Information

<https://dese.mo.gov/communications/coronavirus-covid-19-information>

Missouri Department of Health and Senior Services

<https://health.mo.gov/living/healthcondiseases/communicable/novel-coronavirus/>

National Institutes of Health

<https://www.nih.gov/coronavirus>

Saline County Health Department

<https://www.salinecountyhealthdepartment.com/flu-season-copy>