

# Port Edwards School District



## COVID Plan 2021-2022

Approved by School Board on July 21, 2021

# Keeping School Open: Design Elements



## Safety

Student and staff safety is the top consideration in this plan. Plans have been created in review of our experiences this past school year. Guidance from the Wood County and State Health Departments, the Department of Public Instruction, the CDC has been considered and in consultation with area physicians and other local school districts.

## Instruction

Planning has focused on how to keep students and staff in the classrooms for traditional instruction and how to deliver this instruction in a safe manner based on local conditions. We have retained the ability to transition between fully open and some level of virtual if necessary while keeping core elements in place such as grading, attendance and course expectations.

## Flexible / Adaptable

Plans are designed to be flexible and adaptable to allow for transition from from a fully open model of instruction to some level of virtual in a manner that accounts for student, staff and parent capacity.



# Keeping School Open: Design Elements



## Every Day In-Person

- K-12 Open Every Day
  - Engages students
  - Keeps learning on-track
  - Allows for more immediate and reliable feedback
- If there is a need we will assist parents and students who desire fully virtual to explore their options.

## Virtual By School or Grade if Needed

- Ability to transition to and from this model at all levels
- Students with least risk for transmission remain in school
- Consistent grading practices with in-person models of instruction
- Regular attendance taken

# Instructional Planning: K-12 Considerations



## Technology

- 1:1 Technology Devices are available for all grades
- Six Hotspots available to be checked out
- Clear procedures for participating in classes virtually...norms and expectations already developed from this past year

## Starting Point

- Continually assess where students are at today in order to fill gaps that may have been created during shutdowns, etc...
- Time given to discuss w/students hygiene practices and procedures at the beginning of the school year and reinforce those practices during the year.

## Students who might be quarantined

- Ability of students who might be quarantined to still virtually participate in classes
- Students have access to school work and to teachers for directions



# Instructional Planning: Middle/High School



## Every Day In-Person

- Trimester Schedule with five classes of 70 minutes each and return of Blackhawk Advisory
- Staggered passing times between HS/MS
- Continue to reduce interactions between students in middle and high school
- Fewer crossover connections between students and with staff
- Grading Scales A-F

## 6-12 Virtual if Needed

- 6<sup>th</sup>-12<sup>th</sup> virtually Meet
  - Maintain procedures from last year
- Daily schedule stays the same as in-person
- Grading Scale remains A-F
- Attendance taken hourly in virtual classes
- Teaching staff reports to school to teach

# Instructional Planning: Elementary



## Every Day In-Person

- Students cohort when possible throughout the day
- Students only travel through building if necessary to reduce crossing paths with other cohorts
- Special area rooms (Music/Art/PE)..students travel to when called
- Standards based grading
- Recess and lunch cohorted by grade only groups

## K-5 Virtual

- Standards based grading
- Google classroom, Class DOJO and Infinite Campus utilized
- Mix of different modes of delivery...some online
- Attendance taken regularly
- Will distribute Chromebooks and iPads to classes and in meantime will utilize packets as necessary



# Operations/Logistics: Safety/Cleaning



## Hygiene

- Face-coverings optional, but recommended if unvaccinated. Flexibility to return to face-coverings mandatory if a sharp increase in cases.
- Face-coverings provided by individuals but with school maintaining a reserve supply
- Hand sanitizing stations in each classroom and common area
- Classrooms equipped with sanitizer to sanitize surfaces after student/staff use
- Touchless faucets and toilets have been installed
- Recommend students/staff to use water bottles from home

## Nursing

- Encourage student and staff self-monitoring for COVID symptoms
- Continue enhanced hours for School Nurse
- Medication distribution only if absolutely necessary
- Classrooms equipped to handle minor cuts/bruises/scratches
- Personal Protective Equipment for nurse and health aide
- If possible host vaccination clinic for staff and students

## Air Quality

- Increased air filtration through installation of ionizing systems on air handlers and univents
- Filters changed/units cleaned
- Duct cleaning conducted this past spring
- Continue to promote open windows and outside time when feasible
- Continued upgrades to HVAC systems to improve efficiency and air quality

# Operations/Logistics: Safety/Cleaning



## Transportation

- Students assigned seats either individually or by family
- Hand sanitizer on every bus
- Face masks required of riders through federal order
- Cleaning/sanitizing after every route and increased occurrences of complete interior cleaning

## Food Service

- Additional lunch periods where possible so total number of students eating at a given time is reduced.
- Physical distancing when possible
- Cleaning after each group
- Hand sanitizer provided
- Staff serve
- Breakfast served as grab-n-go in classroom spaces

## Arrival/Dismissal

- Students report to assigned areas immediately upon arrival
- Students enter/exit at designated entrances in order to limit mass gatherings
- Staff assigned to monitor entrances
- Students dismissed in a staggered manner at both school buildings
- Designated drop-off points and entrances by grade level at MS/HS



# Operations/Logistics: Safety and Cleaning



## Maintenance

- Continued cleaning daily and weekly cleaning of high touch surfaces, bathrooms and other common areas
- Use fogging units to sanitize more surface areas more efficiently
- If necessary, increase staffing to meet additional demands on time needed to clean

## Visitors to Buildings

- Visitors allowed as approved by Principals
- Visitors reminded to self-screen for COVID symptoms
- Continue to schedule phone or video-conferencing in place of face-to-face meetings when feasible or if requested by parents

## Hallways

- MS/HS passing times staggered
- Continued limited use of lockers at MS/HS
- Students report directly to classes when entering at MS/HS
- Students report to assigned areas when entering Elementary
- Elementary restrict access to hooks/cubbies to only when absolutely necessary

# Responding to Possible COVID-19 in Schools



## Attendance Tracking and Expectations

- Students and staff stay home when sick or with COVID-19 symptoms
- School administrators and health staff reviewing attendance patterns regularly
- Communication with parents as to reasons for absences
- Communication with Wood County Health Department on attendance patterns
- If possible, students who are self-quarantined should participate virtually

## Illness Tracking at School

- Illness reporting and response procedures established and communicated in each school for students and staff
- Designated isolation areas for ill students/staff
- Communication to parents of quarantine requirements if possible COVID exposure or contact
- Contact tracing in conjunction with Wood County Health Department

## Communications

- Situation specific communication when a positive case has been identified that results in closure of a classroom or possible school closure if multiple cases
- Communicating with Wood County Health Department regarding school action steps



# How will PESD start the year?



- Planning in-person schedule to open the year at all grade levels with optional masking
- We will continue to review DHS, DPI and CDC recommendations
- Continuing to work with Wood County Health Department and Medical Advisors on planning and changes to procedures as necessary
- We need to continue to stay flexible this school year, change will likely continue to happen throughout the year.