

Mapleton Public School



SMART RESTART PLAN

Board Approved 8/3/2020

Board Re-approved 7/17/2023

Mapleton School Families,

It has been a challenge for our entire community since March, but we hope you have found ways to cope and embrace this new normal. Thank you to the students, staff, parents, and community members who have helped us succeed in these difficult times. The 2019-2020 school year was challenging but we are entering this new school year with excitement and optimism.

The challenge now is planning for what school will look like during the 2020-2021 school year. This is a daunting task as we all realize how the impact and response to COVID-19 has changed rapidly over the past four months. This plan will try to address these challenges, while providing a flexible framework to guide our response over the next school year. We realize we have tried our best to create a comprehensive plan, but also understand we need to rapidly evolve throughout the school year in order to address any situations with the most current guidelines.

For academic, social-emotional, and economic reasons, we are compelled to strive to return to an in-person model. Yet, we cannot disregard that the health and safety concerns associated with the virus remain. Mapleton Public School must consider all practical steps to keep our schools from contributing to the virus spreading in our community.

This plan presents hundreds of hours of critical thinking, research, modeling, and work by our educators, staff, parents and school board. We realize that reviewing this plan may not address every question you have. We recognize some concepts and actions may be polarizing, and there are strong opinions about what the school should do or should not. But we must remain open to what is possible and consider all options so we can move forward.

Thank you for your time reviewing this plan. We encourage everyone to ask questions and communicate their concerns as we move forward. Any changes or additional resources will be communicated with you in a timely manner. Our school will provide quality education to our children in a safe manner, as long as we continue to work together to solve problems. Thank you for your support and excitement in helping us execute a successful reopening and 2020-2021 school year for Mapleton Public School.

Sincerely,

Tim Jacobson
Superintendent



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BEST INTENTIONS

Despite taking every reasonable precaution, there is not a guarantee that our school will be without risk as it relates to COVID-19. The virus will be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, will not prevent any student or staff member from being in contact with the virus. Mapleton Public School has developed this document to provide a framework for day-to-day operations to meet our students' academic, emotional and social needs. This plan is *subject to change* as needed by the public health department, North Dakota Department of Instruction, and Governor's Office. The Mapleton Public School Board is committed to working with families and the community during these trying times.

Resources

ND Department of Public Instruction - <https://www.nd.gov/dpi/parentscommunity/nddpi-updates-and-guidance-covid-19>

ND Department of Health - <https://www.health.nd.gov/diseases-conditions/coronavirus>

Center for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Our Planning Team

The Mapleton Public School's Return to Learning Plan was crafted and reviewed by a team consisting of the following along with Mr. Jacobson, Superintendent:

Health and Safety	Distance Learning
Jenna Farkas: teacher Kara Munro: teacher Nick Kollross: paraprofessional and SEEC program director Robin Kuhne: parent Murray Dietz: school board member Aimee Mitchell: school board member	Kayla Dornfeld: teacher Becca Hoynes: teacher Melissa Hanson: parent Collin Miller: school board member Kara Hendrickson: school board member

COVID-19 Building Level Coordinator

Each school building will have an identified COVID-19 Coordinator who will be responsible for the health and safety preparedness and response planning. Coordinators will make themselves available to the NDDoH 24 hours a day / 7 days a week to respond to phone calls from public health. This position will assist public health in identifying and notifying close contacts in the school setting. The coordinator will report cases of COVID-19, found in the school setting, to health officials and the State Superintendent's office.



Jenna Farkas will assume the role of building level coordinator for Mapleton Public School. If the coordinator is unable to be reached the secondary contact will be *Mr. Tim Jacobson*.

PHASES

The following phases will be used to define the community risk level associated with COVID-19. These phases align with the color-coded guidance in the ND Smart Restart Plan. Each level is reported to schools by the NDDoH after rigorous testing and assessment of cases in the community.

Blue/Green

New normal. Maintain standard precautions

Yellow

Heightened exposure risk. Transmission is controlled.

Orange/Red

Significant transmission and high risk of exposure.



PHASES OF INSTRUCTION

The instructional models used by Mapleton Public School will be guided, in part, by the risk level of COVID-19 in the community as defined within the phases above. This is a guide as instructional models could be altered based on other factors, such as occupancy levels, age of children, and abilities to move certain classes online.



Face-to-Face Learning

All instruction is delivered in-person with some building and group modifications. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety.



Flexible Learning

Students report to school as usual and depending on class size, students may be broken into alternative groups to adhere to smaller class size regulations. Instruction will occur in flexible spaces throughout the school.



Distance Learning

All instruction is provided off-campus through the use of distance learning resources or suited to the unique needs of the student.

Or students will enroll in Remote Learning. See page 20 for more details.

HEALTH AND SAFETY GUIDANCE

Mapleton Public School believes:

- Schools will provide instruction in the fall and throughout the 2020-21 school year.
- COVID-19 may continue to spread throughout the school year.
- Every student will have the opportunity to engage in a full year of learning, irrespective of the spread of COVID19 in a community.
- Depending upon local conditions, as reported by NDDoH and local public health units, instruction may be face-to-face, or virtual.
- Mapleton Public School will work in collaboration with faculty, students, staff, families and local health professionals (including local public health units).
- Mapleton Public School will make decisions based on the most current guidance from the Centers for Disease Control and Prevention (CDC), current status of virus spread in and around the school community as reported by NDDoH and local public health units, and in the best interests of staff, students, and families.
- Mapleton Public School will take practical steps to mitigate the spread of the virus while continuing to focus on student learning.
- These guiding principles are not all-inclusive and are not intended as legal advice.

HELP FROM HOME

Temperature:

Families and staff are encouraged to take their child's temperature before sending them to school. Students and staff with a fever of **100.0** or higher should **not go to school**. If your child or a staff member has a fever, you need to consider them contagious. Please do not administer medicine to reduce the fever and then attend school. Students and staff must be free of fever without medicine for **24 hours** before returning to school.

Prescreening: Students and Staff

In addition to the screening of temperature, we ask that families and staff conduct daily health screenings at home. If the individual is exhibiting the following symptoms of COVID-19, they should remain home.

- Fever of 100.0 **or**
- Loss of taste and/or smell

Or two or more of the following symptoms:

- Cough
- Chills
- Shortness of breath
- Muscle aches
- Headache
- Sore throat
- Nasal congestion

- Diarrhea
- Nausea/vomiting



BEFORE SCHOOL

Parents are asked to review this daily health checklist by answering these questions before sending their child to school.

(Parents do not need to send the questionnaire to school)

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes____No____

Does your child have a new or worsening shortness of breath?

Yes____No____

Does your child have new or worsening cough?

Yes____No____

Does your child have a fever of 100.0 or greater?

Yes____No____

Does your child have chills?

Yes____No____

Does your child have a sore throat?

Yes____No____

Does your child have a new loss of taste or smell?

Yes____No____

Has your child taken any fever reducing medication in the last 24 hours?

Yes____No____



If **YES** to any of the questions **STOP!**

Do not send your child to school.
Contact your healthcare provider.
Contact your child's school to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.

SCHOOL HEALTH AND SAFETY PROTOCOLS

Classrooms

Each classroom will stay in their own group throughout each day. We will help accomplish this goal by having one shared staff member between 2 groups. Each classroom will have their designated teacher plus one additional staff member that will be shared between the two groups.

Routine Cleaning

Mapleton Public School will have routine cleaning throughout the day and evening. High touch surfaces will be cleaned throughout the day as well as at the end of each day after students have left. Classrooms will also be equipped with cleaning supplies for teacher use to be utilized in addition to custodial services. A “Clean Room” will be utilized for any classrooms that need to leave their room in order for it to be cleaned.

Physical Distancing

In an effort to adhere to CDC physical distancing recommendations of 6-feet, Mapleton Public School will:

- Stagger class transitions
- Stagger entering and exiting the building
- One direction of movement in the hallways
- Non-contact options will be used whenever possible for parents checking in students
- Keep students in smaller groups and keep groups from mixing
- Identify a sick room for students who are not feeling well to minimize contact with others until they are able to go home

Hand Washing

- Hand sanitizer will be available throughout the school as well as in each classroom
- Hand washing breaks will be built into daily schedules

Water Fountains

- Students will need to supply their own water bottle
- Water fountains will only be utilized to refill a student’s water bottle using the no-touch option
- Water bottles will stay in the classroom throughout the week and will be sent home at the end of the week for cleaning
- Disposable cups will be available for students who do not have access to a water bottle

Visitors

- Non-essential visitors will not be allowed into schools
- Parents picking up their child early will need to call the school prior to pick up.

Bussing

- Masks required at all times
- The bus will be sanitized before and after running a route
- Social distancing will not be possible so it is highly recommended parents drive their students to school
- During a yellow instructional model, bussing may be modified depending on the number of riders

Masks

Students, families and staff will be required to supply and arrive to school with their own mask. All students will be required to wear a mask in common areas throughout the school and as much as possible in the classroom. Masks may be removed in the classroom when social distancing can occur or with teacher permission. *Exceptions will be made for those with a doctor-certified medical exemption or certain special needs.*

The CDC has updated what constitutes an appropriate face covering, so please review this information to ensure what you have for yourself and/or students meets this guidance:

- CDC does not recommend the use of gaiters or face shields.
- Wear masks with two or more layers to stop the spread of COVID-19
- Wear the mask over your nose and mouth and secure it under your chin
- Do NOT wear masks intended for healthcare workers, for example, N95 respirators

Masks/PPE	
All staff	Required to wear masks in the classroom as much as possible Required to wear masks in all other areas in the building Required to wear masks on school transportation (bus)
All Students	Required to wear masks in the classroom as much as possible Required to wear masks in all other areas in the building Required to wear masks if using school transportation (bus)
Public facing staff	Required mask covering nose and mouth
Staff caring for / instructing a student in a small space – small group – for more than 15 minutes. (i.e. Nurse, SPED, EL, educator)	Building administrators in consultation with district nurse and educator will determine if masks or face shield are required . This may be influenced by instructional and learning needs of the student and health considerations of all occupants in the room.

Temperature Screening

- Students and staff will have their temperatures taken when entering the building
- All classrooms will have a thermometer to screen temperatures throughout the day
- Any student or staff member with a temperature of 100.0 or higher will be sent home
- If a student has a fever, they will be moved to the nurse's office to rest and will be rechecked again 10-15 minutes later.

Specials: Library, Gym, and Music

- Social distancing in gym in yellow reentry level
- Utilize outdoor spaces as much as possible
- Boxes of library books will be available in the classroom instead of checkout
- No music classes will be held for the 2020-2021 school year

Additional Resources

- Staggered lunch lines and individually plated meals
- Schools will limit the sharing of supplies between students and disinfect between uses if sharing is unavoidable
- Schools will keep accurate records of anyone who has been inside a building or in particular classrooms to assist with contact tracing efforts

COLOR DESIGNATION PROTOCOLS

Depending on the public health conditions, as reported by NDDoH, there could be additional actions, orders or guidance that is provided by NDDPI or NDDoH as a county is designated as red, orange, yellow, green or blue. Some counties may not experience a straight path from a red to a blue designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as reported by local public health units. This means that Mapleton Public School will consult with local public health unit and account for changing conditions. There is also local control within our school to determine which color we operate in based on the number of COVID related absences.

Blue / Green	
Priorities:	<ul style="list-style-type: none">• Ensure students and staff who are symptomatic stay at home.• Implement reasonable accommodations to reduce school-wide and community spread.
Schoolwide Practices:	<ul style="list-style-type: none">• Social distancing where possible and reasonable.<ul style="list-style-type: none">○ Distancing on a school bus will be unachievable, we encourage parents to consider alternate transportation for their child.• Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas.• Handwashing integrated throughout the day.• Hand sanitizer available throughout the building.• Support and train parents on use of technology tools and online curricular resources.• Protective measures will be implemented in office spaces.• Some school events, assemblies and gatherings may be changed or cancelled.• Access to campus may be limited.

Classrooms:	<ul style="list-style-type: none"> • Students issued “technology” and trained on how to access online learning resources including Seesaw and/or Google Classroom. • Limited use of shared materials and supplies. • Desks arranged to allow for cohort groups and social distancing where possible and reasonable. • Staff and students working in close proximity will be required to wear a face covering.
Common Areas:	<ul style="list-style-type: none"> • Students when moving around the building will move in cohort groups and reasonably try to limit exposure to other groups. • Schedules will be altered to reduce cohorts passing in common areas. • Lunch times will be altered to reduce the number of students in the cafeteria at any one time.
Extracurricular & Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19.

Yellow

Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Maximize social distancing cohort where possible.
Schoolwide Practices:	<ul style="list-style-type: none"> • Based on identified COVID cases of students and staff, targeted closures may be implemented (class, grade, department, etc.). • Social distancing where possible and reasonable. <ul style="list-style-type: none"> ◦ Distancing on a school bus will be unachievable, we encourage parents to consider alternate transportation for their child. • Bus routes may change or cancel due to number of student riding the bus. • Buildings routinely cleaned and disinfected according to CDC guidelines. • Special focus on high touch/traffic areas. • Handwashing integrated throughout the day. • Hand sanitizer available throughout the school. • Support and train parents on use of technology tools and online curricular resources. • Implement technology support line. • Protective measures will be maintained in office spaces. • All school events and activities canceled. • Access to campus may be additionally limited, with new protocols. • Stagger entering and exiting the building.
Classrooms:	<ul style="list-style-type: none"> • Students may be moved into smaller class sections • Students will be expected to engage in learning opportunities online using Seesaw and/or Google Classroom on days they are not in school. • Limited use of shared materials and supplies when students are in school. • Desks arranged to allow for cohort groups and social distancing where possible and reasonable. • Staff and students working in close proximity will be required to wear a face coving. • Students will move to the “Clean Room” if their classroom needs to be disinfected due to a student going home sick.
Common Areas:	

	<ul style="list-style-type: none"> • Students, when moving around the building, will move in cohort groups and reasonably try to limit exposure to other groups. • Hallways marked for only one direction of traffic. • Schedules will be altered to reduce cohorts passing in common areas. • Lunch times will be altered to reduce the number of students in the cafeteria at any one time. • Gym will be sectioned off to follow social distancing guidelines.
Extracurricular & Activities:	<ul style="list-style-type: none"> • No school activities will be held.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19. • Share technology support resources for parents.

Orange / Red	
Priorities:	<ul style="list-style-type: none"> • Reduce the risk of community spread by closing schools.
Schoolwide Practices:	<ul style="list-style-type: none"> • Online instruction will be used at all grade levels. • Instruction will focus on essential learning targets. • Attendance and academic progress will be expected. • Grading policies will not be suspended. • Implement internet access (WIFI) hot spots around schools, to support distance learning for those that may not have it in their homes. • Local food distribution may be implemented by food service program. • Closed to the general public except by special arrangement with the district office. • Small group meetings or instruction may be allowed, particularly for special needs students or academic interventions.
Classrooms:	<ul style="list-style-type: none"> • Students will engage in learning at the home. • Students will be expected to engage in learning opportunities online via Seesaw or Google Classroom • Teachers are expected to make direct student/family contact at least one time per week.
Extracurricular & Activities:	<ul style="list-style-type: none"> • Athletic and other extra/co-curricular activities suspended.
Communications:	<ul style="list-style-type: none"> • Clear communication about academic expectations and grading shared with students and families. • Share technology support resources for parents. • Student/family support hot-line opened.

STUDENT COVID-19 PROTOCOLS

In accordance with the guidance from the Centers for Disease Control and Prevention (CDC) and the North Dakota Department of Health (NDDoH), the following procedures must be followed by students of Mapleton Public Schools in relation to COVID-19.

COVID-19 symptoms (as of May 13, 2020): fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea or vomiting, diarrhea. For more information, please visit <https://www.health.nd.gov/diseases-conditions/coronavirus/feeling-unwell>.

Student appears to have COVID-19-related symptoms at school upon arrival/become sick during the day:

- The student or their parent/guardian immediately informs their teacher, who will inform the building COVID coordinator.
- The student will be immediately isolated from others.
- The front office will immediately call the student's parent(s)/guardian(s). If it is deemed an emergency, 911 will be called.
- Student may return after providing a negative COVID-19 test **OR**
 - after being diagnosed by a health care provider **OR**
 - be at least 10 days from onset **AND** fever-free for 24 hours without fever-reducing medication **AND** symptoms are improving, whichever is longest.
- The rest of the classroom will move to the "Clean Room" in order for disinfecting to take place.

Student is confirmed to have COVID-19:

- Parent/Guardian immediately informs the building COVID coordinator.
- Student will self-isolate in their place of residence until the following three are met:
 - The student has not had a fever (temperature greater than 100.0 degrees) for 24 hours without the use of fever-reducing medications.
 - Student symptoms have improved (for example, cough and shortness of breath).
 - At least 10 days have passed since the student's first symptoms appeared.
- NDDoH or Cass County Public Health will lead the contact investigation.
- Student's classroom will be closed off for 24 hours/as long as feasible, prior to cleaning and disinfecting.
- Common areas (bathrooms, breakroom, etc.) will be cleaned and disinfected.
- Individuals identified as close contacts will be contacted by Mapleton Public School, the NDDoH or Cass County Public Health. If an individual is not contacted by NDDoH or Cass County Public Health, the individual was not considered to be a close contact.
 - Close contact is defined by the CDC as, "anyone who was within 6 feet of an infected person for at least 15 minutes starting from 48 hours before the person began feeling sick until the time the patient was isolated."
 - Within a school setting, close contacts are often friends, teammates and/or classmates.
 - Close contacts are no longer required to quarantine only **if all students and staff in the classroom were wearing an approved mask during the time of exposure**. These individuals will be directed to self-monitor and only quarantine if they become symptomatic.
- The student is required to provide a return to school document from the NDDoH or their health care

provider before returning to school. The report will be submitted to the main office at the school, who will inform the student's teacher(s) of the student's clearance to return to work. If the student submits directly to their teacher, that individual must send the report to the school office prior to allowing the student to return.

Student (or their parent/guardian) thinks they may have been at the same location as a person who was diagnosed with COVID-19: (Close contact)

- Close contacts are no longer required to quarantine only if all students and staff in the classroom were wearing an approved mask during the time of exposure. These individuals will be directed to self-monitor and only quarantine if they become symptomatic.
- Close contacts who were not wearing an approved mask at the time of exposure will be quarantined (must stay home) for 14 days from their last exposure to a case.
 - Students and teachers who are considered close contacts (with no mask) will move into a distance learning model.
 - Even if a student identified as a close contact tests negative during their 14-day quarantine period, the contact must complete the 14-day quarantine period. It can take 14 days to develop symptoms of COVID-19.
- The NDDoH or Cass County Public Health conducts interviews with all persons diagnosed with COVID-19 to determine who their close contacts are. People who are identified as close contacts will be notified and will receive instruction on quarantine and monitoring.
- Being in an indoor environment (e.g., store, workplace, restaurant) with someone who has COVID-19 is not necessarily considered having close contact.
- Individuals who have not been contacted by Mapleton Public School, the NDDoH or Cass County Public Health as a close contact will report to work as usual.

Student is healthy but has a household member undergoing testing for COVID-19:

- The student or their parent/guardian must notify the building COVID coordinator and stay home pending results of testing.
- Student's schools will continue to receive routine cleaning procedures.
- Students are expected to participate in distance learning.
- Any siblings attending Mapleton School will also need to be picked up and kept home.

Student is healthy but has a household member with COVID-19:

- The student or their parent/guardian must notify the building COVID coordinator.
- Self-quarantine at home, avoid congregate settings, public activities, and practice social distancing for 14 days after first exposure or further physician guidance.
- Student's schools will continue to receive routine cleaning procedures.
- Students are expected to participate in distance learning.
- UPDATED: AUGUST 3, 2020: If a parent or other household member tests positive, the child may need to stay out of school for the case's isolation period (10 calendar days from onset) plus the child's quarantine period (14 calendar days). Public health authorities will advise the parent as to how long the child will need to be removed from school. UPDATED: AUGUST 3, 2020 If a parent is a contact to

someone confirmed to be positive for COVID-19 (case), then the child may still attend school if the child did not have direct contact to a case.

A student has a fever and/or respiratory symptoms but was not tested:

- The parent/guardian must keep their student at home.
- Student will self-isolate in their place of residence.
- Parents/caregivers are encouraged to monitor their children for signs of infectious illness every day.
- In addition to general infectious disease exclusion criteria, schools should exclude ill children who meet the following criteria: Fever (100.4oF or higher) OR loss of taste and/or smell OR two or more of the following symptoms: fatigue, headache, muscle/body aches, chills, cough, shortness of breath, sore throat, congestion/runny nose, nausea, vomiting, diarrhea, abdominal pain. Children should stay home according to the NDDoH School Exclusion Guidance Decision Tree.
- According to the NDDoH School Exclusion Guidance Decision Tree, if students are ill and do not see their healthcare provider, they need to stay home at least 10 calendar days from onset **and** for 24 hours with no fever **and** improvement of symptoms – **whichever is longer**.
- If a child has a diagnosis from a health care provider besides COVID-19, parents need to follow their provider directions/recommended treatment and return guidance.
- A doctor's note to return to learn must be provided if a student is returning prior to 10 days absent. The child's parent will need to deliver the note to the office in order to obtain a pass to return to class.

Student is tested and results indicate the student does not have COVID-19:

- Student may return after providing a negative COVID-19 test **OR**
 - after being diagnosed by a health care provider and has return to school approval **OR**
 - be at least 10 days from onset **AND** fever-free for 24 hours without fever-reducing medication **AND** symptoms are improving, whichever is longest.

Student has completed the COVID-19 isolation period, has met the following criteria, and is prepared to return to work:

- At least 10 days since symptoms first appeared,
- At least 24 hours with no fever without fever-reducing medication, and
- Symptoms have improved.
- The student is required to provide a return to school document from the NDDoH or their health care provider before returning to school. The report will be submitted to the main office at the school, who will inform the student's teacher(s) of the student's clearance to return to work. If the student submits directly to their teacher, that individual must send the report to the school office prior to allowing the student to return.

Secondary contacts are contacts of someone who has been identified as a close contact:

- The student will report to school as usual as long as they are not sick.

Mapleton Public School has two or more confirmed cases of COVID-19 within 14 calendar days:

- NDDoH or Cass County Public Health conducts interviews with all persons diagnosed with COVID-19 to determine who their close contacts are. People who are identified as close contacts will be notified and will receive instruction on quarantine and monitoring.
- We will receive guidance from the NDDoH and/or the Cass County Public Health to determine next

steps forward and which classrooms will move to a distance learning model, or if the whole school will transition to a distance learning model.

NDDoH and/or Cass County Public Health has the authority to override any of these guidelines. We will utilize NDDoH and Cass County Public Health for their guidance to determine situations that may arise.

Note: failure to adhere to quarantine is a Class B misdemeanor, which could result in 30 days imprisonment and/or up to a \$1,500 fine (NDCC 23-07.6-02(3)).

STAFF COVID-19 PROTOCOLS

Required COVID-19 related Reporting Procedures for Employees

In accordance with the guidance from the Centers for Disease Control and Prevention (CDC) and the North Dakota Department of Health (NDDoH), the following procedures must be followed by employees of Mapleton Public Schools in relation to COVID-19.

Staff appears to have COVID-19-related symptoms at school upon arrival/become sick during the day:

- The staff member informs the office staff, who will inform the building COVID coordinator.
- The staff member will be immediately isolated from others and sent home. If it is deemed an emergency, 911 will be called.
- Staff member may return after providing a negative COVID-19 test **OR**
 - after being diagnosed by a health care provider **OR**
 - be at least 10 days from onset **AND** fever-free for 24 hours without fever-reducing medication **AND** symptoms are improving, whichever is longest.
- Employees should be excluded from work based on the following criteria: Fever (100.0oF or higher)/feeling feverish **OR** new or worsening symptoms of cough, sore throat, muscle/body aches, severe headache with fever, shortness of breath, vomiting, diarrhea, or loss of taste/smell.
- Employees should be referred to a health care provider. If tested for COVID-19, the individual should be excluded from work until test results are available. If not tested for COVID-19, the individual should be sent home until at least 24 hours have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in symptoms.
- Employee may be eligible for Emergency Paid Sick Leave under the Families First Coronavirus Response Act (FFCRA).

Staff member is confirmed to have COVID-19:

- Staff member immediately informs the building COVID coordinator.
- Staff member will self-isolate in their place of residence until the following three are met:
 - The staff member has not had a fever (temperature greater than 100.0 degrees) for 24 hours without the use of fever-reducing medications.
 - The staff member's symptoms have improved (for example, cough and shortness of breath).
 - At least 10 days have passed since the staff member's first symptoms appeared.
- NDDoH or Cass County Public Health will lead the contact investigation.
- If needed, the staff member's classroom will be closed off for 24 hours/as long as feasible, prior to cleaning and disinfecting.

- Common areas (bathrooms, breakroom, etc.) will be cleaned and disinfected.
- Individuals identified as close contacts will be contacted by Mapleton Public School, the NDDoH or Cass County Public Health. If an individual is not contacted by NDDoH or Cass County Public Health, the individual was not considered to be a close contact.
 - Close contact is defined by the CDC as, “anyone who was within 6 feet of an infected person for at least 15 minutes starting from 48 hours before the person began feeling sick until the time the patient was isolated.”
 - Within a school setting, close contacts are often friends, teammates, other staff members and/or students.
- The staff member is required to provide a return to school document from the NDDoH or their health care provider before returning to school. The report will be submitted to the main office at the school.
- If the staff member is a teacher, that classroom will move to distance learning for a minimum of 14 days.
- Employee may be eligible for Emergency Paid Sick Leave under the Families First Coronavirus Response Act (FFCRA) or traditional Family Medical Leave (FMLA).

Staff member is healthy but has a household member undergoing testing for COVID-19:

- Staff member immediately informs the building COVID coordinator and stay home pending results of the testing. The governor has asked that any household members of people being tested for COVID-19 quarantine pending those results.
- Staff member’s school will continue to receive routine cleaning procedures.
- Coworkers are expected to continue to report to work as usual if asymptomatic.
- Employee may be eligible for Emergency Paid Sick Leave under the Families First Coronavirus Response Act (FFCRA).

Staff member is healthy but has a household member with COVID-19:

- Staff member immediately informs the building COVID coordinator.
- Self-quarantine at home, avoid congregate settings, public activities, and practice social distancing for 14 days after first exposure or further physician guidance.
- Staff member’s school will continue to receive routine cleaning procedures.
- Coworkers are expected to continue to report to work as usual if asymptomatic.
- Employee may be eligible for Emergency Paid Sick Leave under the Families First Coronavirus Response Act (FFCRA).

Staff member has a fever and/or respiratory symptoms but was not tested:

- Staff member will self-isolate in their place of residence until the following:
- Employees should be excluded from work based on the following criteria: Fever (100.0oF or higher)/feeling feverish OR new or worsening symptoms of cough, sore throat, muscle/body aches, severe headache with fever, shortness of breath, vomiting, diarrhea, or loss of taste/smell.
- Employees should be referred to a health care provider. If tested for COVID-19, the individual should be excluded from work until test results are available. If not tested for COVID-19, the individual should be sent home until at least 24 hours have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in symptoms.
- Staff members are able to utilize sick leave accruals

Staff member is tested and results indicate staff member does not have COVID-19:

- Employees should be referred to a health care provider. If tested for COVID-19, the individual should be excluded from work until test results are available. If not tested for COVID-19, the individual should be sent home until at least 24 hours have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in symptoms.
- Staff members are able to utilize sick leave accruals

Secondary contacts are contacts of someone who has been identified as a close contact:

- Staff member will report to work as usual as long as the employee is not sick.

Travel

According to the NDDoH, when entering North Dakota from another country, you must quarantine at home and not attend work or school, avoid public gatherings or places where you may come into close contact with other people (i.e., shopping centers, movie theaters, sporting events) for 14 days after entering the United States. You must practice social distancing and avoid congregate settings.

****UPDATED SCHOOL CALENDAR****

Mapleton Public School Calendar – 2021-2022

AUGUST '21 4 days

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER '21 21 days

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER '21 19 days

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

NOVEMBER '21 17 days

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER '21 13 days

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Mapleton Public School
300 1st St.
Mapleton, ND 58059
www.mapleton.k12.nd.us
2021-2022

2021

Aug. 24-25 Teacher Workshop & PD Days
Aug. 24 Back to School Night
Aug. 26 First Day of School
Sept. 6 Labor Day- No School
Sept. 7 First Day of Preschool
Oct. 21-22 Admin Convention- No School
Nov. 11 Veteran's Day Observation- No School
Nov. 12 No School
Nov. 24-26 Thanksgiving No School TCD 1 & 2 (conf/PLC)
Dec. 17 Last day of school before Winter break

2022

Jan. 3 School resumes
Jan. 17 MLK Day- No School
Feb. 21 President's Day- No School
Mar. 18 & 21 No School TCD 3 & 4 (conf/PLC)
April 15 No School
April 18 No School
May 20 Last Day of Preschool
May 26 Last Day of School
May 27 Teacher Grading Day

End of Trimester 1: November 19, 2021

End of Trimester 2: March 1, 2022

End of Trimester 3: May 26, 2022

New Teacher Orientation- No School	
Professional Development – No School	
No School	
Holiday – No School	
STAFF ONLY: PLC - 30 minutes late in PD until 4PM IN EXCHANGE FOR 2 PD Days	
REPORTED DAYS FOR STATE AID PURPOSES (A.D.M)	
Student Onsite Contact Days	172
Legal Days: November 11 & 25, April 15 Veterans Day, Thanksgiving, Good Friday	3
Staff Development Days & PLC Days	5
Parent/Teacher Conference Days	2
Total – Standard Calendar	182



JANUARY '22 20 days

S	M	T	W	Th	F	S
	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY '22 19 days

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH '22 21 days

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL '22 19 days

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY '22 19 days

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

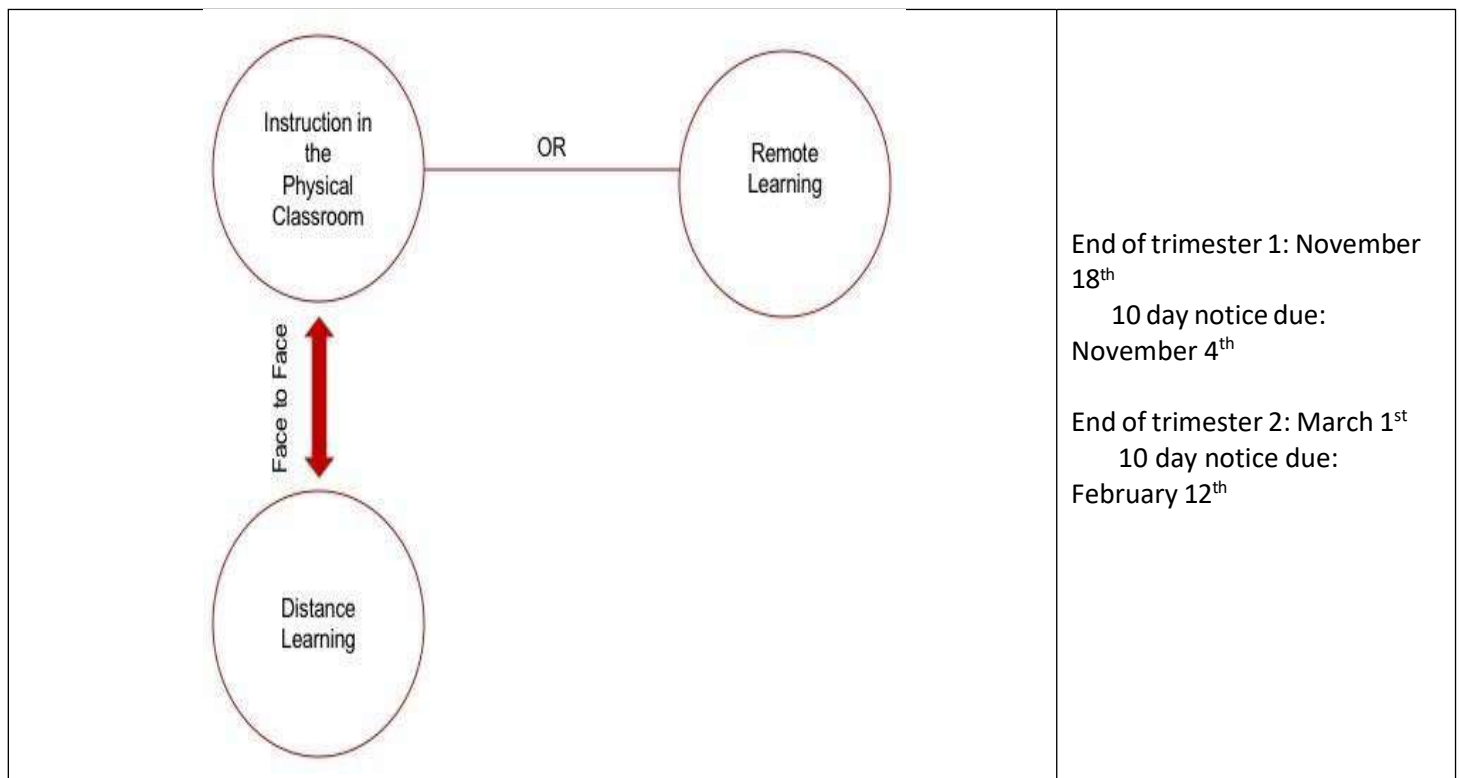
ESSENTIAL LEARNING

Overview:

Mapleton Public School has developed this document to provide a framework for day-to-day operations to meet our students' academic, emotional and social needs. This plan is *subject to change* as needed by the public health department, North Dakota Department of Instruction, and Governor's Office. The Mapleton Public School Board is committed to working with families and the community during these trying times. At Mapleton Public School, we will do the following.

INSTRUCTIONAL LEARNING MODULES

Due to class sizes, there are only two paths parents may enroll their children in. Each path is a trimester-long commitment with the option to change only after the trimester ends. Families wishing to make this change must contact the office 10 business days before the end of the trimester. The Remote Learning Module is for families who do not wish to send their students physically into the school building for face-to-face instruction.



Face-to-Face Module:

This is a blended module with the goal of being at school in a face-to-face setting as often as circumstances allow. Students and teachers in the face-to-face module may experience movement to and from distance learning depending on specific COVID-19 situations in classrooms and the building.

Remote Learning Module:

Students will be enrolled in a virtual learning platform as assigned by the North Dakota Department of Instruction. This platform will encompass all core areas of learning. Students will not report physically to the building at any time. Students will be assigned a staff member to serve as a mentor.

Communication Plan:

The Mapleton Public School District will provide regular communication from the school district via its typical outlets. This includes the district website, social media, email, text messaging, and phone calls. Our distance learning plan will be easily accessible on our district website for all stakeholders. District staff will keep members up to date on points of contact, hours of operation, modes of delivering items such as food and/or school materials, access to facilities, expectations from students and staff, access to healthcare resources, and advising of best practices during times of crisis. Teachers will be accessible to students and their families through regular office hours utilizing an online video conferencing platform.

CONTINUATION OF EDUCATIONAL SERVICES

Students will be able to access grade-level and subject-matter content. Instructional support is provided, including assessment and evaluation of work. Measurable student progress is expected.

Ensuring Student Success Through Robust Relationships:

Relationships with students at Mapleton School is of the utmost importance. In order to continue our thriving relationships with students, teachers will utilize a variety of methods for remote learners and during times of distance learning such as:

- Online lunch dates with students and teachers
- Small group meetings
- Online birthday celebrations with Zoom (click link for example)
- Online show and tell or sharing circles
- Online class celebrations
- Mailing of postcards or letters via USPS
- Virtual morning meetings
- Individual meetings online with students to check-in on progress
- Consistent engagement and feedback with students through Seesaw and Google Classroom

Attendance Procedures:

During an extended closure student engagement in learning opportunities is critical to a student's continued academic growth. Any student demonstrating prolonged absence or disengagement is a cause for concern. Teachers shall contact that student's guardian to seek input and assist them as needed to ensure student participation. Students will work and communicate through Google Classroom, Zoom, and Seesaw app. All assignments during distance learning must be turned in by 4:59pm on Sunday. All assignments will be communicated for the week during distance learning by 5:00pm on Sunday. Attendance shall still be monitored by teachers through student logins and completed assignments. Students will be marked absent on days if they are not attending Zoom meetings and/or completing their work.

ENSURING EQUITABLE SERVICES DURING CLOSURE:

Preparing for Distance Learning: Educators

Educators must possess the needed skills to ensure they can create, distribute, and support educational opportunities for our students. Every effort shall be taken to elevate and prepare teachers for online instruction in order to provide equitable learning opportunities for our students. Mapleton Public School will utilize a combination of computers, iPads, personal devices and paper packets to deliver lessons to students. The school is preparing delivery through Google Classroom, Zoom, Seesaw, and telephone calls to ensure students have regular personal contact with their school instructional and support staff.

Staff Development

Teachers will receive a more robust training on Seesaw and Google Classroom platforms, the virtual platform to be named by the state, and curriculum in August before students arrive. Daily briefings are done on Google Hangout with the school staff to assure they are prepared to move into an area of distance learning as well as to maintain alignment of teaching. Our staff continues to meet frequently as grade levels and heterogeneous groups in order to ensure consistency and growth.

Preparing for Distance Learning: Students

In order for our students to be successful learners at home, every effort will be taken to ensure equitable learning opportunities while students use an online platform. Teachers will provide parents with a document that has the programs we are using, along with their child's usernames and passwords. Technology support is offered to students through Seesaw, Zoom, Google Classroom and communication with parents. Teachers will ensure any students who need assistance navigating a learning platform will have support and training through contact with the child's parents and offering help sessions as well as online tutorials. Teachers will hold parent meetings via Zoom to go over information to help with the implementation process. Norms will be established with students to create an effective online classroom environment.

STUDENT ACCESS TO DEVICES:

Mapleton Public School will ensure all students have equitable access to a device. All students in grades 3-6 will be issued a device for either remote learning or for the quick transition to distance learning. Students in grades PK-2 will be issued a device when the need arises. Any student who enrolls in remote learning and needs access to a device need to contact the school.

ACCESS TO ALL CLASSES/COURSES:

Mapleton School utilizes Benchmark Advance reading/writing curriculum, Pearson Science curriculum, and is piloting Bridges and Into math curriculum and has ensured all distance learning instruction, resources and supplemental materials are aligned to ND standards. Mapleton Public School has put a strong effort toward engaging instruction and will continue this effort when through remote learning and during the transition to distance learning.

SERVICES ASSURANCES TO STUDENTS WITH NEEDS:

At-Risk

Students will continue their intervention (Reading Mastery, Corrective Reading, or LLI) by zooming with the

title teacher 2-3 times a week. The teacher will continue to monitor students using the various assessments included in the intervention during small groups or individually.

Special Education and 504

Mapleton Public School will work in conjunction and collaboration with Rural Cass Special Education Unit to ensure that educational decisions for students with Individual Education Plans (IEPs) will be made on an individual basis and in compliance with the Individuals with Disabilities Education Act (IDEA) and ND Department of Instruction Office of Special Education guidelines. The learning environment, services, and accommodations for students with disabilities will be determined through the student's IEP team, including student's parent or guardian, school administration and staff. The team will work together to develop plans that will ensure equitable and effective access to provide FAPE for students with special needs in ALL learning environments.

Special education case managers will communicate with student's parents/guardians and required IEP team members, and will monitor the continuation of services and accommodations, whether they are provided virtually, in-person or a combination model. The school district Restart Education Plan will focus on procedures for delivering education within the district, which will also apply to holding IEP team meetings and completing required special education procedures, while maintaining student and staff health and safety, according to the North Dakota K-12 Smart Restart guidelines.

504 - Mapleton Public School currently does not have any students with a 504 plan. If that should occur, we will follow appropriate guidelines.

Hosting an IEP Meeting

All IEP meetings will continue as scheduled via a virtual platform with parent permission. All evaluations and assessments to determine eligibility will continue to occur as is possible in a virtual platform. All eligibility determination meetings will continue to take place in a virtual platform. Parents and students will continue to be afforded their procedural safeguards in a virtual manner.

Speech-Language Therapy Services

The speech-language pathologist will provide students and their parents or guardians with options in how to receive and/or adjust their speech therapy services. Each student's speech therapy needs are unique and individualized. Mapleton Public School will continue that format for speech therapy services. Each student's parent or guardian will be contacted via phone, email, and/or online video meeting. Options offered to parents or guardians will include but are not limited to:

1. Continue IEP as written via e-learning platform.
2. Continue to receive scheduled speech therapy services via electronic learning situation but reduce service minutes to reflect limitations of providing services on an electronic format.
3. Continue to receive services through indirect instruction by providing resources, materials, recorded videos, etc., via e-learning to maintain and practice skills learned from speech therapy.

These plans are subject to change at the direction of the Rural Cass Education Unit, the North Dakota Department of Public Instruction, and the Office of Special Education Programs in order to follow applicable laws.

English Language Learners

We will help our EL students to continue to develop their English language proficiency. We will work with classroom teachers to assist with distance learning platforms (Zoom, SeeSaw, RazzKids, etc.). We will collaborate with our colleagues to determine a reasonable expectation for our EL students' work in their content area courses and adjust accessibility to content ideas where needed. In addition, Mapleton School will provide translation services for families in need.

Distance Guidance/Counseling

Cass Special Education will be teaching classroom guidance for grades K-4 this year. Our school counselor will concentrate on individual counseling and 5/6 guidance. When switching to distance learning, guidance classes for grades five and six will be conducted through google classroom. Any small group sessions will follow the same procedure. Individual counseling will be accomplished through sessions on google classroom, one-on-one audio or visual phone calls, or perhaps person to person with social distancing protocols. A private phone number has been set up for parents and students to access. Through the communications person, this is sent to parents via Facebook, the school website, and Remind. A personal email is also made available through these sources.

RESOURCES FOR MENTAL AND SOCIAL HEALTH:

At Mapleton Public School the social/mental well-being of our students is a top priority. Teachers will continue to offer our curriculum to ensure equitable social and emotional learning utilizing the Second Steps program and Responsive Classroom program. Lessons will be delivered online once a week. Many resources will be available to parents and students to access when needed including but not limited to:

- Online yoga videos
- Parents Lead Website to guide discussions about COVID19
- Lessons on mindfulness via Calm app
- Tips for managing at home learning
- Strategies for managing stress and anxiety
- Helping children feel safe through validation
- Connecting with children through laughter
- Expressing confidence in the future
- Limiting the intake of social media and other news outlets
- Utilizing the hybrid structure of traditional learning and digital learning
- Listening and responding to children's fears
- Discussing social distancing and quarantining

PROVISIONS FOR INSTRUCTIONAL SUPPORT

Assessments

Teachers will use a combination of distant learning quizzes and tests, electronic assignments, online tools, and regular actionable feedback. This data will allow teachers to drive their instruction and make adjustments to the online learning they are providing. It is vital that students are assessed on their work and given feedback. Teachers will be assessing student work as assignments are uploaded.

Grades

Mapleton Public School will continue to follow our policies, practices, and standards-based grading structure. Teachers will communicate grades through Powerschool for parents to view. Teachers will grade assignments as they are turned in to SeeSaw or Google Classroom. We will implement the same grading scale in all modules of learning. K-3 teachers give students feedback throughout the trimester and upload grades at the end of the trimester. Teachers for grades 4-6 upload grades to PowerSchool as they are graded. All teachers will send progress reports mid-way through the trimester.

Academic Progress Monitoring

Student progress will be monitored daily through Seesaw and Google Classroom as these systems allow us to make adjustments through differentiated instructional formats for students not making adequate growth. Teachers will also scaffold learning through these distant learning platforms. Data and the return of student work will drive these groups.

COVID-19 SMART RESTART PLAN UPDATES

Our goal is to continue to provide a healthy and safe environment to support in-person learning for both our students and staff. Throughout the 2020-2021 school year, our school was able to provide in-person learning with minimal disruptions due to our flexible and adapting mitigation techniques.

As of June 15, 2021, Mapleton Public School will move to our “new normal”. Mask wearing will be optional for those that wish to continue wearing one. Also, Mapleton Public School will no longer conduct “contact tracing” for public health. Families will still be notified of an exposure but will be encouraged to work with Fargo Cass Public Health and notify schools of a positive COVID-19 case.

Exposure to COVID-19 guidance:

- Fully vaccinated people who are not showing symptoms do not need to quarantine after an exposure
- Return from being exposed for those who are not vaccinated:
 - **14 days** from the last exposure to someone who tested positive
 - **10 days** after the last exposure to someone who tested positive and remain symptom free
 - **7 days** if symptom free and tested negative day 5 or later after exposure to positive individual

Diagnosed with COVID-19:

- Students and staff may return when 10 days have passed since their symptoms began **and** they are fever free for 24 hours without the use of fever-reducing medications **and** symptoms are improving

Through the collaboration between school and community, our Restart Plan allowed our school year to be a successful one. We are looking forward to recharging this summer for a strong and healthy start in the fall.

Sincerely,

Jenna Farkas
Superintendent/Principal

Mapleton Public School

Return to Learn Plan

2021-2022

Board Approved June 14, 2021



Instructional Model

Students will receive face-to-face instruction with no masks required. Students or staff may still continue to wear a face mask if they chose to. No Virtual Academy will be offered for the 2021-2022 school year.

The instructional model may be modified due to a substantial increase in COVID-19 cases that require the reactivation of Mapleton Public School's Smart Restart Plan. This will require MPS Board action.

Mapleton Public School will continue to work with our families and community to meet the varying needs of our students. In some circumstances, a transition plan which could include online blended learning to bring all our remote learners back to a full instructional model could be utilized.

Health & Safety Protocols

At Mapleton Public School, we will continue the following school strategies:

- Continue hand hygiene
- Continue surface sanitizing practices
- Follow guidance from the Restart Plan on sending students home if they are showing signs of sickness

If there is a significant increase in COVID-19 cases, MPS could resume the use of our Restart Plan by board action.

Activities

All activities will resume normal operations. Our colored phase guidelines may be enacted by Board action as a result of worsening pandemic conditions.

Communication

School communication will be sent on an as-needed basis to inform parents of any relevant developments or changes to operations pertaining to COVID-19. Other communication will still be routinely sent through other communication channels, such as social media accounts, MPS website and email.

School Meals

Meals will be provided for all students in Mapleton Public School for the 2021-2022 school year. Families are still accountable for paying for milk consumed during snack break.

Even though all students will receive free meals, Mapleton Public School is requesting every family complete the free/reduced meal application for the federal meal program. The amount of funding our school receives is dependent on our rate of free/reduced students as is our eligibility for additional grant funding. This accurate representation allows us to provide a valuable education for our students.

Transportation

Masks will no longer be required on the bus but are recommended. Consistent cleaning of our buses will still occur.

Special Education

Special Education personnel will ensure that each student on an IEP will receive the services and accommodations they require as outlined in the IEP. Should a student(s) be unable to attend school due to COVID-19 restrictions, the individual student's contingency plan would take effect immediately.

Preschool

Our preschool program will follow the same levels of face-to-face instruction as the rest of our school in levels 1-3. If our school transitions to a level 4, parents will have the choice to have their child participate virtually or receive a refund on their tuition for days missed during the level 1 time period.

Pandemic Response

Changes could occur as the result of worsening pandemic conditions. The following levels represent different types of responses that could be implemented if deemed necessary by the Board action:

Level 4 – All Distance Learning (No Students in Schools)

Level 3 – A combination of Distance Learning and Face-to-Face instruction for all students.

Level 2 – Face-to-Face Instruction for all students with Health and Safety Protocols

Level 1 – All Face-to-Face instruction for all students (No Masks Required)

Mapleton Public School

Return to Learn Plan

2023-2024

Board Approved July 17, 2023



Instructional Model

Students will receive face-to-face instruction with no masks required. Students or staff may still continue to wear a face mask if they chose to. No Virtual Academy will be offered.

The instructional model may be modified due to a substantial increase in COVID-19 cases that require the reactivation of Mapleton Public School's Smart Restart Plan. This will require MPS Board action.

Mapleton Public School will continue to work with our families and community to meet the varying needs of our students.

Health & Safety Protocols

At Mapleton Public School, we will continue the following school strategies:

- Continue hand hygiene
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- Follow guidance from the ND Department of Health on sending students home if they are showing signs of sickness

If there is a significant increase in COVID-19 cases, MPS could resume the use of our Restart Plan by board action.

Activities

All activities will resume normal operations. Our colored phase guidelines may be enacted by Board action as a result of worsening pandemic conditions.

Communication

School communication will be sent on an as-needed basis to inform parents of any relevant developments or changes to operations pertaining to COVID-19. Other communication will still be routinely sent through other communication channels, such as social media accounts, MPS website and email.

School Meals

Families are accountable for paying for lunch, breakfast and milk consumed during snack break.

Transportation

Consistent cleaning and disinfecting of our buses will occur.

Special Education

Special Education personnel will ensure that each student on an IEP will receive the services and accommodation they require as outlined in the IEP. Should a student(s) be unable to attend school due to COVID-19 restrictions, the individual student's contingency plan would take effect immediately.

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