

Safe Return to In-Person Instruction Continuity of Services Plan

Subject to Change, With or Without Notice

As of August 9, 2021, the Howard School District will function under Phase 0: 'New Normal' operations. The following green/yellow/orange phases will be employed in the event of COVID cases in Miner County. (By direction of the SD Department of Health COVID Dashboard PCR Test).

<p><u>Phase 0: 'New Normal' Operations</u></p> <ul style="list-style-type: none"> - Hand sanitizer recommended upon entry - Masks are recommended but not required - Maintain appropriate physical distance <ul style="list-style-type: none"> - Sanitize high touch areas frequently - Visitors for school or student related business and must check-in at office. <ul style="list-style-type: none"> - Presenters must have prior approval and check in at office - Close contact individuals will wear masks (inside) and eat in a separate area. <ul style="list-style-type: none"> - No assigned seating on buses - Isolation and quarantine per CDC guidelines 	<p>The Howard School District will cooperate with all state agencies, including the SD Department of Health and the SD Department of Education as it relates to updating this plan.</p>	<p>CDC Updates for K-12 Schools to Reflect Physical Distance: https://www.cdc.gov/media/releases/2021/p0319-new-evidence-classroom-physical-distance.html</p>
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<p><u>Phase 1: Precautionary Strategies</u></p> <p>General Description School in session for all students and staff (100%) on site. School has guidelines in place for health/safety of students and staff.</p> <p>Bus Seating by families. Some seats blocked to allow social distance. Upper vents open when possible. Sanitize upon entry. Buses thoroughly sanitized by mister after every use. Masks optional but encouraged.</p>	<p><u>Phase 2: Mitigation Strategies (Tested Positive to COVID-19)</u></p> <p>General Description School in session for students and staff unless they have documented medical necessity or need to quarantine due to testing positive that necessitates a student's remote learning.</p> <p>Bus Seating by families. Some seats blocked to allow social distance. Upper vents open when possible. Sanitize upon entry. Buses thoroughly sanitized by mister after every use. Masks optional but encouraged.</p>	<p><u>Phase 3: Remote Platform (Outbreak of the Virus. Evaluated Every Two Weeks)</u></p> <p>General Description School closure requiring the move to 100% distance learning. Re-evaluate after two weeks. Depending upon level of outbreak, to facilitate the learning of young students, consideration will be given to having K-2 students in school (small groups spread out among classrooms).</p> <p>Bus No buses will run.</p>
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Continuity of Services Plan

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Facilities	Sanitizer at every entrance. Cleaned and sanitized continually throughout the day. Sanitizing fogger used weekly. Signs will be posted. Water fountains with bottle fillers only (spickets turned off). Items that cannot be sanitized will be removed. Desks spread out and facing same direction. Windows open when possible.	Any area used by exposed student will immediately be cleaned and sanitized before anyone is allowed back in that space. Sanitizer at every entrance. Cleaned and sanitized continually throughout the day. Sanitizing fogger used weekly. Signs will be posted. Water fountains with bottle fillers only (spickets turned off). Items that cannot be sanitized will be removed. Desks spread out and facing same direction. Windows open when possible.	Deep cleaning will be done when building is clear. Sanitizing fogger will be used.
Temperature & Symptom Check	Self-Check by parents at home. If student shows any symptoms, stay home. Everyone checked at school door. Anyone showing symptoms will be quarantined and parent/guardian will be called.	Self-Check by parents at home. If student shows any symptoms, stay home. Everyone checked in at school door. Anyone showing symptoms will be quarantined and parent/guardian will be called.	No students in building.
Masks	Optional but encouraged. Essential visitors must wear masks.	Optional but encouraged. Essential visitors must wear masks.	Recommended to enter building.
Visitors	Limited visitors (essential visitors only, eg. repair personnel). Must be screened for temperature and symptoms at the entrance. No lunchroom or classroom guests. Essential visitors must wear masks at all times.	Limited visitors (essential visitors only, eg. repair personnel). Must call ahead and be screened for temperature and symptoms at the entrance. No lunchroom or classroom guests. Essential visitors must wear masks at all times.	No visitors in facilities.
Hallways	Everyone social distance and stay to the far right when walking in hallways.	Everyone social distance and stay to the far right when walking in hallways.	Personnel who need to be in buildings will stay to the far right when walking in hallways.
Bathrooms	Cleaned daily. High-touch areas sanitized frequently. Hand sanitizer located outside each bathroom. Scheduled hygiene breaks for elementary grades.	Cleaned daily. High-touch areas sanitized frequently. Hand sanitizer located outside each bathroom. Scheduled hygiene breaks for elementary grades.	Deep clean when building is clear. Personnel who need to be in building will sanitize often.

Continuity of Services Plan

Subject to Change, With or Without Notice

<p>Apparent Symptoms or Sick Student/Staff</p> <p>ICE: Isolate & Mask, Call Parent/Guardian Immediately, Exit School Building ASAP</p>	<p>If a student shows symptoms or feels ill, they will immediately be masked and isolated while a parent/guardian is called immediately to come get them. A staff member showing COVID-19 symptoms or feeling ill will immediately be masked and asked to go home (or have someone come pick them up). Any area they were in will be deep cleaned and sanitized before any student or staff is allowed back into that space. School staff will wear PPE when in contact with a potentially ill student or staff.</p>	<p>If a student shows symptoms or feels ill, they will immediately be masked and isolated while a parent/guardian is called immediately to come get them. A staff member showing COVID-19 symptoms or feeling ill will immediately be masked and asked to go home (or have someone come pick them up). Any area they were in will be deep cleaned and sanitized before any student or staff is allowed back into that space. School staff will wear PPE when in contact with a potentially ill student or staff.</p>	<p>No students in building. If staff member is working in the building and shows symptoms or feeling ill, they will immediately be masked, isolated, and sent home.</p>
<p>Students</p>	<p>Hygiene breaks to wash hands and sanitize frequently. Masks optional but encouraged. Will be kept in grade groups as much as possible. Reminded to social distance. No sharing of items. Desks will be spread out and face same direction. All of these changes and expectations will be communicated to students at the start of the year and reminders will be shared often.</p>	<p>Hygiene breaks to wash hands and sanitize frequently. Masks optional but encouraged. Will be kept in grade groups as much as possible. Reminded to social distance. No sharing of items. Desks will be spread out and face same direction. All of these changes and expectations will be communicated to students at the start of the year and reminders will be shared often.</p>	<p>No students in building.</p>
<p>Staff</p>	<p>Wash hands and sanitize frequently. Masks optional but encouraged. Reminded to social distance. No sharing of items. Social distance in staff lounge. Face shields available for those who want them. Face shields and masks required for staff who must work closely across from students.</p>	<p>Wash hands and sanitize frequently. Masks optional but encouraged. Reminded to social distance. No sharing of items. Social distance in staff lounge. Face shields available for those who want them. Face shields required for staff who must work closely across from students.</p>	<p>For personnel who work in building during this time, they will wash hands and sanitize frequently. Masks optional but encouraged. Reminded to social distance. No sharing of items.</p>

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Continuity of Services Plan

Subject to Change, With or Without Notice

Technology	Distribute devices at start of year. Devices for grades K-6 will be available at school.	Devices for grades 7-12 will be distributed at the start of the year. Devices for K-6 will be available at school. If a student or staff has a medical necessity (eg. tests positive for COVID-19 and needs to quarantine), a device will be made available to them if they need it to attend school remotely.	Devices for grades 7-12 will be distributed at the start of the year. If Phase 3 is initiated, devices for grades 3-6 will be made available for remote learning. Home devices will be the first option for grades K-2. (If home devices are not available, school devices may be deployed.) Remote learning will be re-evaluated in two weeks. If students return to school, devices for grades K-6 will be returned to the school. If it is determined that another two weeks of remote learning is necessary, devices will stay with students during that time.
Assemblies & Field Trips	No in-person student assemblies. Virtual assemblies only. Field trips will be evaluated in the Spring.	No in-person student assemblies. Virtual assemblies only. Field trips will be evaluated in the Spring.	No in-person student assemblies. Virtual assemblies only.
Lunchroom/ Food Service	Staggered lunch times. Social distance in line. Tables will be spread out; every other pedestal seat will be used. Staff will enter PIN#. No self-serve salad bar (individual containers). Stagger lunch times. Milk handed to student by staff.	Staggered lunch times. Social distance in line. Tables will be spread out; every other pedestal seat will be used. Staff will enter PIN#. No self-serve salad bar (individual containers). Stagger lunch times. Milk handed to students by staff.	Meals delivered to remote students (depending on availability of funds).
Recess (Elementary)	Recesses limited to 15 minutes or less to account for CDC guidelines. Morning recess not monitored until 8:00am. Small play equipment (balls, etc.) will be sanitized frequently.	Recesses limited to 15 minutes or less to account for CDC guidelines. Morning recess not monitored until 8:00am. Small play equipment (balls, etc.) will be sanitized frequently.	Playground closed.
Grades 5-6 Rotating Classrooms	Teacher will move to class instead of students going to teacher.	Teacher will move to class instead of students going to teacher.	No students in building.

Continuity of Services Plan

Subject to Change, With or Without Notice

Special Classes

Small groups within grade. PE class will be held outside as often as possible. When PE is held in the Armory or gym, doors will be held or propped open to miniize touching of handles. Equipment will be sanitized often. Armory high-touch areas cleaned after every use. Elementary teachers walk students to PE class to allow PE teacher time to sanitized frequently. Music/Band will be held outside if possible; in classroom, students will spread out and face same direction. Group by grade. Art will be held in the Art classroom. Students spread out. No sharing of items. Elementary teachers will walk students to classroom to allow Art teacher time to clean between classes.

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No students in building.

Athletics

See SDHSAA COVID information found at: <https://www.sdhsaa.com/Athletics/Health-Safety-Issues/COVID>

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Classroom Instruction

Face-to-face instruction. Desks spread apart facing same direction. Time at start of school spent on: RECOVER (acclimate back to school, share stories, rebuild relationships, watch for mental health flags). ASSESS (identify learning gaps and student levels, administer interim assessment). ONBOARD (practice new procedures, familiarize students with technology devices, resources and learning platforms).

Face-to-face instruction. Desks spread apart facing same direction. Individual students testing positive, having a medical necessity with documentation, or needing to quarantine will use remote platform. Continue to watch for mental health concerns, engage counselor, remind students of new procedures, be prepared to deploy devices at Elementary School for remote instruction. Students (and parents of those students) who are approved for remote instruction should expect to closely follow daily class schedule with homework, attendance, grades, online meetings, videos, etc. Learning platforms used will be Google Classroom (Grades 3-12) and SeeSaw (Grades K-2).

Distribute devices in grades 3-6 and ensure that grades K-2 have home devices (if not, provide school device). Initiate remote instruction. Continue to watch for mental health concerns. Re-evaluate every two weeks with goal to be return to school. Students/parents should expect to closely follow daily class schedule with homework, attendance, grades, online meetings, videos, etc.) Learning platforms used will be Google Classroom (Grades 3-12) and SeeSaw (Grades K-2).

Continuity of Services Plan

Subject to Change, With or Without Notice

Parent Responsibilities

Screen for temp and symptoms at home in the morning. (A symptom checklist was provided to each family prior to the start of school.) If student shows any sign of temp or symptom, they need to stay home. Student must be fever free for 24 hours without medication before they return to school. If student tests positive for COVID-19, follow guidance of DOH before returning to school. If student shows temp or symptom when arriving at school, parent/guardian will immediately be called so families need to have a plan in place prior to August 19 for immediate student pick-up. Parents should communicate with the school if they have any questions or concerns.

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*See the "Classroom Instruction" section above. Parents should communicate with the school if they have any questions or concerns.

Resources (DOE, DOH, CDC, AAP, etc.)

The Dept of Health will call should a student or staff test positive or be in close contact. They will provide guidance to the school and family in this situation. The Dept of Education hosts regular virtual meetings to provide updates and facilitate discussions. The CDC and AAP provide guidance on their websites.

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Cleaning/Sanitizing

Cleaning and sanitizing will continually be done throughout the day. Sanitizer will be located at each entrance, in high traffic areas, and outside each restroom. Students and staff will be required to sanitize upon entry to the building, and entry/exit to/from classrooms.

Cleaning and sanitizing will continually be done throughout the day. Extra cleaning and sanitizing will be done in any room/space that may have been used by an exposed individual. Sanitizer will be located at each entrance, in high traffic areas, and outside each restroom. Students and staff will be required to sanitize upon entry to the building, and entry/exit to/from classrooms.

Deep clean will be performed when building is clear of students. Buildings and rooms will be sanitized by the sanitizer mister.

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Accomodations for Students w/ Disabilities	All children and students, including those with disabilities, will adhere to the above protocols. In some cases, staff will need to assist some students in this area, particularly students with disabilities.	All children and students, including those with disabilities, will adhere to the above protocols. In some cases, staff will need to assist some students in this area, particularly students with disabilities.	No students in building.
Respiratory Etiquette	Individuals should cover their mouth and nose when they cough or sneeze. Maintain social distance when indoors.	Individuals should cover their mouth and nose when they cough or sneeze. Maintain social distance when indoors.	No students in building.
Building Ventilation	A new ionization system was added to the East wing (original building) of the Elementary School to improve air quality. Continual review of air flow quality will be conducted. HVAC duct system will be cleaned.	A new ionization system was added to the East wing (original building) of the Elementary School to improve air quality. Continual review of air flow quality will be conducted. HVAC duct system will be cleaned.	No students in building. A new ionization system was added to the East wing (original building) of the Elementary School to improve air quality. Continual review of air flow quality will be conducted. HVAC duct system will be cleaned.
Contact Tracing	Contact tracing will be done in collaboration with all state and local officials.	Contact tracing will be done in collaboration with all state and local officials.	No students in building. Contact tracing for staff will be done in collaboration with all state and local officials.
Quarantine Policy	People who have been in close contact with someone who has COVID-19—excluding people who have had COVID-19 within the past 3 months or who are fully vaccinated will need to quarantine. The school district will follow all quarantine guidelines found on the CDC website at: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html	People who have been in close contact with someone who has COVID-19—excluding people who have had COVID-19 within the past 3 months or who are fully vaccinated will need to quarantine. The school district will follow all quarantine guidelines found on the CDC website at: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html	No students in building. If staff have become exposed to COVID-19, they will follow all quarantine guidelines found on the CDC website at: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html
Isolation Policy	People who have symptoms of COVID-19 and are able to recover at home and people who don't have symptoms but have tested positive for COVID-19 should isolate. The school district will follow all CDC isolation guidelines found at: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html .	People who have symptoms of COVID-19 and are able to recover at home and people who don't have symptoms but have tested positive for COVID-19 should isolate. The school district will follow all CDC isolation guidelines found at: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html .	No students in building. If staff have symptoms or test positive for COVID-19, they will follow all isolation guidelines found on the CDC website at: https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html

Continuity of Services Plan

Subject to Change, With or Without Notice

Testing	<p>Diagnostic testing is intended to identify current infection in individuals and is performed when a person has signs or symptoms of COVID-19 or when a person is asymptomatic but has recent known or suspected exposure to SARS-CoV-2. All efforts will be made to accommodate staff or members of the school community who wish to be tested for or vaccinated against the virus (eg. sick leave).</p>	<p>Diagnostic testing is intended to identify current infection in individuals and is performed when a person has signs or symptoms of COVID-19 or when a person is asymptomatic but has recent known or suspected exposure to SARS-CoV-2. All efforts will be made to accommodate staff or members of the school community who wish to be tested for or vaccinated against the virus (eg. sick leave).</p>	<p>No students in building. All efforts will be made to accommodate staff who wish to be tested for or vaccinated against the virus (eg. sick leave).</p>
Collaboration	<p>In all scenarios and whenever possible, efforts will be made to coordinate and collaborate with local and state officials regarding COVID-19.</p>	<p>In all scenarios and whenever possible, efforts will be made to coordinate and collaborate with local and state officials regarding COVID-19.</p>	<p>In all scenarios and whenever possible, efforts will be made to coordinate and collaborate with local and state officials regarding COVID-19.</p>
Student Health	<p>The school district contracts with the SD Department of Health to provide preventative care for students and student education. Those services will continue during in-person, normal operation.</p>	<p>The school district contracts with the SD Department of Health to provide preventative care for students and student education. Those services will continue as possible during this phase.</p>	<p>No students in building. To the extent possible, services and student education will continue by the SD Department of Health using an online platform.</p>
Students' social, emotional and mental health needs	<p>The School Advocate is available to assist students with any social or emotional needs. The School District contracts with a Behavior Therapist who can assist with any mental health, emotional or social concern.</p>	<p>The School Advocate is available to assist students with any social or emotional needs. The School District contracts with a Behavior Therapist who can assist with any mental health, emotional or social concern. If students are learning remotely due to quarantine or isolation, both of these individuals are available to meet with students using an online platform.</p>	<p>The School Advocate is available via an online platform to assist students with any social or emotional needs. The School District contracts with a Behavior Therapist who is available via an online platform to assist with any mental health, emotional or social concern.</p>

Continuity of Services Plan

Subject to Change, With or Without Notice

Staff members' social, emotional and mental health needs

The school district's insurance affords each covered employee with an Employee Assistance Program (EAP) in which a licensed professional counselor can assist with stress, depression, anxiety, relationship issues, divorce, job stress, work conflicts, family and parenting problems, anger, grief, loss and more. Assistance is also available via a specialist for help with work/life balance, life stress, child care, elder care, legal questions, identity theft, financial services, debt management, credit issues, etc. Support can be accessed by online, phone or in person. Each covered employee is afforded three free visits and may refer employee to other resources in the community.

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Services to address students' academic needs, including learning loss

Summer school made available in Math & Reading. Services identified and offered on individual student basis with parental approval.

Summer school made available in Math & Reading. Services identified and offered on individual student basis with parental approval.

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Last Review by Board: (date here)

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