

Edgerton Public Schools



Reopening Guide Fall of 2020 Planning

Introduction

March 18, 2020, Governor Walz issued an executive order requiring all schools in the state of Minnesota to stop the delivery of in-person instruction to all students to mitigate the spread of COVID-19. For the remainder of the 2019-2020 school year EPS students attended school virtually using school issued computers. Unfortunately, COVID-19 is still negatively effecting people around the world and at home. Because the virus is still a danger to our health and safety we have developed three possible models of learning for the return to school for the 2020-2021 school year. These models are based upon the MDH and MDE guidelines.

As we move forward we realize that every decision to reopen our schools is determined by data demonstrating the safety of our students and staff in the spread of COVID-19. Our learning plan is to open our schools and offer in-person instruction to all students which will include necessary restrictions to protect the health and safety of our students and staff. The reopening of our schools must and will include necessary limitations to protect the health and safety of our students and staff. We will be ready to adjust our delivery method from in-person, to a hybrid model, to distance learning if necessary. The three methods of educational delivery are as follows:

In Person Learning:

In this scenario schools will create as much space between students and teachers as feasible during the day, but will not be held to strictly enforcing six feet of social distancing during primary instruction time in the classroom. Activities and extracurricular programming will continue to follow the Guidance for Social Distancing in Youth Sports guidance from the Minnesota Department of Health.

Hybrid Learning with Strict social distancing and capacity limits:

In this planning scenario, schools must limit the overall number of people in school facilities and on transportation vehicles to 50% maximum occupancy. Sufficient social distancing with at least 6 feet between people must occur at all times. If distancing cannot be achieved in a space or on a transportation vehicle, the number of occupants must be reduced. Schools must also include plans for contactless pick up and/or delivery of meals and school materials for days that students and staff are not in the school building, as well as implementation of a school-age care program for critical workers. This scenario may be implemented if COVID-19 metrics worsen at the local, regional, or statewide level. Scenario 2 may also be implemented within a school if they experience clusters of cases within a classroom or the school.

Distance Learning Only:

This scenario may be implemented if local, regional, or statewide COVID-19 metrics worsen significantly enough to require the suspension of in-person learning.

Distance Learning defined – Students engaging in distance learning have access to appropriate educational materials and receive daily interaction with their licensed teacher(s).

It is important to note that distance learning does not always mean e-learning or online learning. It is critical to provide this learning in a format that can be equitably accessed by all students.

MDE expects that students who participate in distance learning have full access to appropriate educational materials. Districts and charters must maintain educational continuity for schools and programs.

Virtual Academy Option:

This scenario may be implemented for those parents with great concern for their students to return to school in any in-person educational format. We have identified an educational partner “Educere” to provide ready-made digital content for teaching and learning of our basic district core classes. Parents who choose this option will be required to commit to this choice for the entire semester. This option is **not taught with EPS teachers**, but students who choose this option will be EPS students and can participate in all EPS activities.

If families choose to open enroll their child in an alternative online academy the student will not be allowed to participate in EPS activities.

Determining a Safe Learning Model at the Start of the School Year:

STEP 1: Minnesota Department of Health (MDH) will use data from counties to determine a base learning model for public schools.

STEP 2: Minnesota Department of Education (MDE) will share county data and the consultative process for public schools to engage with education and public health experts to review their county health data and safe learning plans.

STEP 3: Public schools, with their incident command team, will evaluate their ability to implement required and recommended health best practices.

STEP 4: Public schools in consultation with public health, will determine a learning model to begin the school year and communicate that decisions with their school community.

STEP 5: Public schools and MDH will monitor the community and school-level impact of COVID-19 on a regular basis. Adjustments will be made to the learning model if needed.

Consult the MDH learning model selection parameters as indicated by county-level data to determine the base learning model.

In order to determine the base learning model, school districts and charter schools will be advised of the bi-weekly case rate (over 14 days) by county of residence. These data are the number of cases by county of residence in Minnesota over 14 days per 10,000 people by date of specimen collection (when a person was tested). While any increase in case incidence represents greater potential risk, schools may consider a bi-weekly case rate of 10 or more cases per 10,000 to be an elevated risk of disease transmission within the local community, especially when the level of cases per week is sustained or increasing over time.

Total number of cases for last 14 days/(County Population/10,000) = 14-day county case level/10,000.

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-Person Learning for all students
10-19	In-Person learning for elementary students; hybrid learning for secondary students.
20-29	Hybrid Learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance Learning for all students

<https://www.health.state.mn.us/diseases/coronavirus/stats/wschooll.pdf>

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Our PRIORITIES

SAFETY

The health and safety of our students and staff is a top priority. EPS plans reflect guidance from the Minnesota Department of Health, Minnesota Department of Education, and the Minnesota School Boards Association.

ADAPTABILITY

EPS plans will prepare students, staff, parents, and community for the possible shift from “In-Person Learning”, to “Hybrid Learning”, to “Distance Learning” with little notice depending on the health of our school and community.

EQUITY

EPS will education all children equally and to the best of our ability regardless of their race, gender, class, and disability. All children will receive a first class education no matter the learning model.

Return to School Committee

- Administration: Superintendent Buckridge, Principal Gilbertson
- School Nurse: Denise Nerem
- Business Manager: Dawn Sandbulte
- School Counselor: Shelby Reker
- Teachers: Shanna Snyder, Jamie DeJong, Doug Van Kley, Kristen Bloemendaal, Kristin Schultz, Brenda Kleinjan, Amy Blom, Kari Fransen, Nate Thompson, Dana Wieck, Brenda Hadler, Courtney Gunnink, Amy Labat
- Transportation: Randy Hendriks

HEALTH & SAFETY

Masks:

Starting Saturday, July 25, Executive Order 20-81 went into effect. All K-12 students and staff must wear masks throughout the day while in the building and in district vehicles. The task force concedes that wearing a mask all day will be difficult. However, school districts must follow the mandate handed down by the Governor.

If a student (or staff) forgets a mask, one will be provided to them from the school. Masks should fit the student appropriately (covering both the nose and mouth without falling down). They must also adhere to the mandates set forth in the student handbook dress code - displaying no inappropriate language, hate groups, advertisements that show alcohol, smoking, etc.

Safety Signs:

- Will be posted around all school buildings promoting six feet of social distancing.
- Will be posted in bathrooms promoting proper handwashing
- Will be posted in all classrooms listing signs and symptoms of COVID-19
- Will be posted on the front entrances requiring face masks for everyone entering the building.
- Will have directional arrows showing traffic flow.

Hygiene/Safety/Sanitation:

- Water Bottle Filling stations
- Hand Sanitizers will be placed around the school in high traffic areas and each classroom
- Touchless hand dryers will be in most EPS restrooms
- Desks will be positioned in the same direction
- Teacher classrooms will be reconfigured to allow for maximum distance between students
- Student desks will be cleaned in between classes.
- Will allow for additional handwashing time for students.
- Training to all students on proper handwashing hygiene, proper mask wearing, and other preventative measures.

Healthy Environments:

- Circulation of outside air
- Increased daily cleaning of all touch points

- Teach and reinforce hand hygiene at all grade levels
- Families will be responsible for daily health checks of their children. Screening protocols will be included in this plan.
- Staff will be responsible for their own health checks
- Non-essential visitors are restricted into the building.
- Regulate access and directional flow
- Face coverings will be required for all students in kindergarten and above and for all staff members.

Classrooms:

- Wherever possible, students will avoid sharing learning materials.
- Band students will maintain a distance of 8 feet while playing instruments.
- Choir students will maintain a distance of 12 feet apart while singing

Personal Items:

- Students should bring personal water bottles to refill in order to avoid drinking from a water fountain.
- Students will not be allowed to share food or drinks
- Students in grades 6-12 will not have personal lockers and will be allowed to carry backpacks to each class with all their supplies. If any of these students require lockers, parents may contact the district office at 442-7881.

Technology:

- A needs assessment will be conducted to discover Wi-Fi connectivity needs.
- All students in grades K-12 will be issued a school Chromebook
- Communication to families will be delivered through JMC Outreach System.
- Students are responsible for cleaning and wiping down their computers daily.
- Students may not share Chromebooks.

Mental Health and Emotional Wellness:

- Counselor will provide support to address students' mental and emotional wellness.
- Staff will allow time for students to connect socially with one another.
- Staff will provide students with instruction and support around successful practices such as time management, organization and mindset.
- PK-5 staff will provide students with a mask free time outside while still keeping social distancing when possible.

Screening Protocols: Parents will screen their children at home and the teachers will assess first period.

- Cough
- Fever (100.4)
- Chills
- Muscle Pain

- Shortness of breath or difficulty breathing
- Sore throat
- New loss of taste or smell.
- Seek medical care immediately if someone has emergency warning signs of COVID-19 as follows:
 - Trouble Breathing
 - Persistent pain or pressure in the chest
 - New confusion
 - Inability to wake or stay awake
 - Bluish lips or face

If a student has any of the above symptoms, they will report to the school nurse and will be quarantined in the quarantine room until their parent arrives.

Parents should contact Denise Nerem (EPS Nurse) at 507-442-7881 if their child or anyone in their household test positive for COVID-19.

Transportation

In Person Model:

- Students will wear face coverings on the bus.
- Bus drivers will wear face coverings.
- Students may not sit in the seat directly behind the driver.
- Students of the same household may be required to sit together.
- Students may need to sit near the windows to provide additional separation
- An out of town route and an in town route may be required to keep bus capacity limits low.
- No bus passes will be granted this year, students are only permitted to ride on the bus they're assigned to.

Morning Schedule (Parents will not be allowed inside the school building):

PreK-Grade 5 Students

- There will not be a morning recess for students in grades PK-5. Students will be required to sit socially distanced in the gym or outside until 8:10
- Breakfast service will begin at 7:50
- Students can be dropped off at school 7:50-8:10
- Please consider dropping your students off as close to 8:10 as possible if they are not going to eat breakfast

Grade 6-12 Students

- Breakfast service will begin at 7:50
- Upon arrival to school if they don't eat breakfast, they will go directly to a designated classroom and will sit socially distanced until the beginning of the school day
- Students can be dropped off at school 7:50-8:10
- Please consider dropping your students off as close to 8:10 as possible if they are not going to eat breakfast
- Students will not be allowed to go lockers as they will be carrying all of their items in a backpack
- Students in grades 9-12 that do not have a 1st block class, are in good academic standing will be allowed to arrive late, the doors will be unlocked during the passing period (9:56-9:58); students should plan to enter the building at this time.

Afternoon Student Pick Up (Parents will not be allowed inside the school building):

- PK and K students will be dismissed out their doors on the east side of the building
- Grades 1-2 will be dismissed out the recessed doors to the east side of the building
- Grades 3-5 will be dismissed out of the "horse shoe" doors on the south side of the school on 1st Ave West
- If grades 3-5 will be picked up on the east side with a PK -2 sibling, they will also leave the school through the recess doors.
- If you choose to pick up your students in grades 6-12 after school, you will need to pick them up in the west parking lot or in the "horse shoe" on the south side of the school on 1st Ave West

Hybrid Model:

- Students will wear face coverings on the bus.
- Bus drivers will wear face coverings.
- Students may not sit in the seat directly behind the driver.
- Students of the same household may be required to sit together.
- Students may need to sit near the windows to provide additional separation
- An out of town route and an in town route will be required to keep bus capacity limits low.
- No bus passes will be granted this year, students are only permitted to ride on the bus they're assigned to.

Morning Schedule (Parents will not be allowed inside the school building):

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- Upon arrival to school if they don't eat breakfast, they will go directly to a designated classroom and will sit socially distanced until the beginning of the school day
- Students can be dropped off at school 7:50-8:10
- Please consider dropping your students off as close to 8:10 as possible if they are not going to eat breakfast
- Students will not be allowed to go lockers as they will be carrying all of their items in a backpack
- If students arrive late due to not having a 1st block class, the doors will be unlocked during the passing period (9:56-9:58); students should plan to enter the building at this time.

Afternoon Student Pick Up (Parents will not be allowed inside the school building):

- PK and K students will be dismissed out their doors on the east side of the building
- Grades 1-2 will be dismissed out the recessed doors to the east side of the building
- Grades 3-5 will be dismissed out of the "horse shoe" doors on the south side of the school on 1st Ave West
- If grades 3-5 will be picked up on the east side with a PK -2 sibling, they will also leave the school through the recess doors.
- If you choose to pick up your students in grades 6-12 after school, you will need to pick them up in the west parking lot or in the "horse shoe" on the south side of the school on 1st Ave West

Distance Learning:

- No bussing will be used for the Distance Learning Model.

Food Services

In-Person:

- Breakfast and lunch will be available to all students in the cafeteria daily.
- There will be no self-serve components
- Physical distancing decals/stickers will be used on the floors in the lunch line and on the seats during breakfast and lunch.
- Food Service Employees will wear face coverings at all times while preparing and serving food.
- Students will wash hands and/or use hand sanitizer before meal service and after meal service.
- Hand sanitizer stations will be positioned in the lunch line before students pick up their food and at the exits after they eat their food.
- Two tray dump stations will be used to reduce crowding
- Students will line up socially distanced down the locker room hallway to pick up their trays
- Students will proceed with their lunches to their designated seating area

Hybrid Model:

- Grades PK-5 will be seated in the commons and grades 6-12 will be seated in the gym.
- Breakfast and lunch will be available to all students in the cafeteria daily.
- There will be no self-serve components
- Physical distancing decals/stickers will be used on the floors in the lunch line and on the seats during breakfast and lunch.
- Food Service Employees will wear face coverings at all times while preparing and serving food.
- Students will wash hands and/or use hand sanitizer before meal service and after meal service.
- Hand sanitizer stations will be positioned in the lunch line before students pick up their food and at the exits after they eat their food.
- Two tray dump stations will be used to reduce crowding
- Students will line up socially distanced down the locker room hallway to pick up their trays
- Students will proceed with their lunches to their designated seating area. Staff will direct students to the appropriate sanitized seating space.
- Table dividers will be used to ensure proper social distancing is followed
- Available seats will be marked with vinyl stickers
- Students will be dismissed by lunchroom supervisors to dump their trays and return to classrooms to ensure social distancing is followed

In-Person Learning and Hybrid Model Lunch Schedule:

10:50-11:15	K
11:00 -11:25	7th grade
11:05 - 11:30	1st
11:10 - 11:35	8th
11:20 - 11:45	2nd
11:25 - 11:50	Pre K
11:36 - 12:01	11 and 12
11:40 - 12:05	3rd Grade
11:50 - 12:15	4th
12:05 - 12:30	10th Grade
12:10 - 12:35	5th Grade
12:15 - 12:40	6th Grade
12:20 -12:45	9th grade

Distance Learning:

- Meals will be available at Edgerton Public Schools for contactless pick up five days per week.

LEARNING MODELS:

IN-PERSON LEARNING

Physical Distancing:

EPS will create as much physical space as possible between students and teachers during the day. However, we cannot guarantee they can strictly enforce six feet of social distancing while in school.

Face Coverings:

All students and staff must wear a face covering at all times while in the building. A facemask is the preferred face covering but a face shield may also be acceptable. Facemasks may only have solid colors, designs, or school spirit displayed. They must also adhere to the mandates set forth in the student handbook dress code - displaying no inappropriate language, hate groups, advertisements that show alcohol, smoking, etc.

Screening:

Parents/care givers at home should do all health screening. If your child has any of the COVID- 19 symptoms, they must stay home. Teachers will have a list of COVID-19 symptoms at the front of the room. If a student has any symptoms, they will report to the nurse’s office for further screening. If the school nurse determines that the child needs to go home based upon the screenings, the parents must pick up their child as soon as possible.

Recess Schedule

Recess Para A		Recess Para B
1 Delaney	9:45-10:10	1 Vander Lugt
3 DeJong	10:15-10:40	3 Kallevig
K Kleinjan	12:45 - 1:05	K Fleischman
4 Wieck	1:10-1:35	4 Post
2 Hadler	1:40-2:05	2 Gilbertson
5 Bloemendaal	2:10-2:35	5 Gunnink

High School

- We are using a block schedule to limit transitions throughout the door. Each block is 96 minutes in length with the exception of band and choir at 48 minutes each.
- Each traditional semester class will now be a quarter in length. Each traditional year long class will now be a semester in length.
- Finals will now be held the last 2 days of each quarter.

Alternatives

Students and families who are not comfortable with in-person learning will be provided an alternate online/virtual option. This will not be with EPS teachers. Parents will contact building principals for more information. Families will need to sign agreements verifying their intent to enroll in the virtual education for their student for the entire quarter.

LEARNING MODELS:

HYBRID-LEARNING

All students in grades PK-12 will be in the building all day every day. Classrooms will be at 50% capacity, using strict 6-foot social distancing guidelines.

Physical Distancing:

EPS will adhere to strict 6 foot social distancing between students and teachers during the day.

Face Coverings:

All students and staff must wear a face covering at all times while in the building. A facemask is the preferred face covering but a face shield may also be acceptable. Facemasks may only have solid colors, designs, or school spirit displayed. They must also adhere to the mandates set forth in the student handbook dress code.

Screening:

Parents/care givers at home should do all health screening. If your child has any of the COVID- 19 symptoms, they must stay home. Teachers will have a list of COVID-19 symptoms at the front of the room. If a student has any symptoms, they will report to the nurse's office for further screening. If the school nurse determines that the child needs to go home based upon the screenings, the parents must pick up their child as soon as possible.

High School

- All classes will be at 50% capacity of the room space. If the classroom cannot hold all scheduled students an alternative location will be found for the class.
- We are using a block schedule to limit transitions throughout the door. Each block is 96 minutes in length with the exception of band and choir at 48 minutes each.
- Each traditional semester class will now be a quarter in length. Each traditional year long class will now be a semester in length.
- Finals will now be held the last 2 days of each quarter.

Alternatives

Students and families who are not comfortable with Hybrid learning will be provided an alternate online/virtual option. This will not be with EPS teachers. Parents will contact building principals for more information.

LEARNING MODELS:

DISTANCE-LEARNING

EPS K-12 grade students will learn remotely from home using school issued Chromebooks.

- Distance Learning schedule: All classes will follow our typical daily schedule during a regular school day.
- All teachers will post their daily schedule on their respective websites.
- Each grade will have some small group and individual zooms with students to aide learning.
- Implement a school-age care program for critical workers.
- Teacher Office Hours: 7:50-3:30 daily

High School

- All students would be responsible every day to be at their 4 classes (block schedule).
- Each class will start with a Zoom session with the instructor. Students are required to be on the Zoom session on time.
- Attendance will be taken every period by Zoom attendance.
- Study hall teachers will check each student's attendance and inform them of any missing assignments at that time.

Activities

Physical Distancing:

EPS will create as much physical space as possible between students and coaches during the practices and games. However, we cannot guarantee they can strictly enforce six feet of social distancing while participating in activities. Six foot distancing will be practiced and gym capacity will be limited to 250 people.

Screening:

All health screening should be done by parents/care givers at home. If your child has any of the COVID-19 symptoms they must stay home. Coaches will have a list of COVID-19 symptoms at the front of the room. If a student has any symptoms they will report to the nurse's office for further screening. If the school nurse determines that the child needs to go home based upon the screenings, the parents must pick up their as soon as possible.

Face Coverings:

All students, staff, and fans must wear a face covering at all times while in the building. Strict six ft distancing must be maintained by fans while attending events. Our face covering policies will follow the Governor's mandate at the time.

Circumstances where mandatory face coverings may be temporarily removed:

Face coverings required under Paragraph 9 of this Executive Order may be temporarily removed under the following circumstances: When participating in organized sports in an indoor business or indoor public space while the level of exertion makes it difficult to wear a face covering.

Transportation:

Transportation of participants to and from activities will follow the same transportation guidelines listed above under each learning model.