



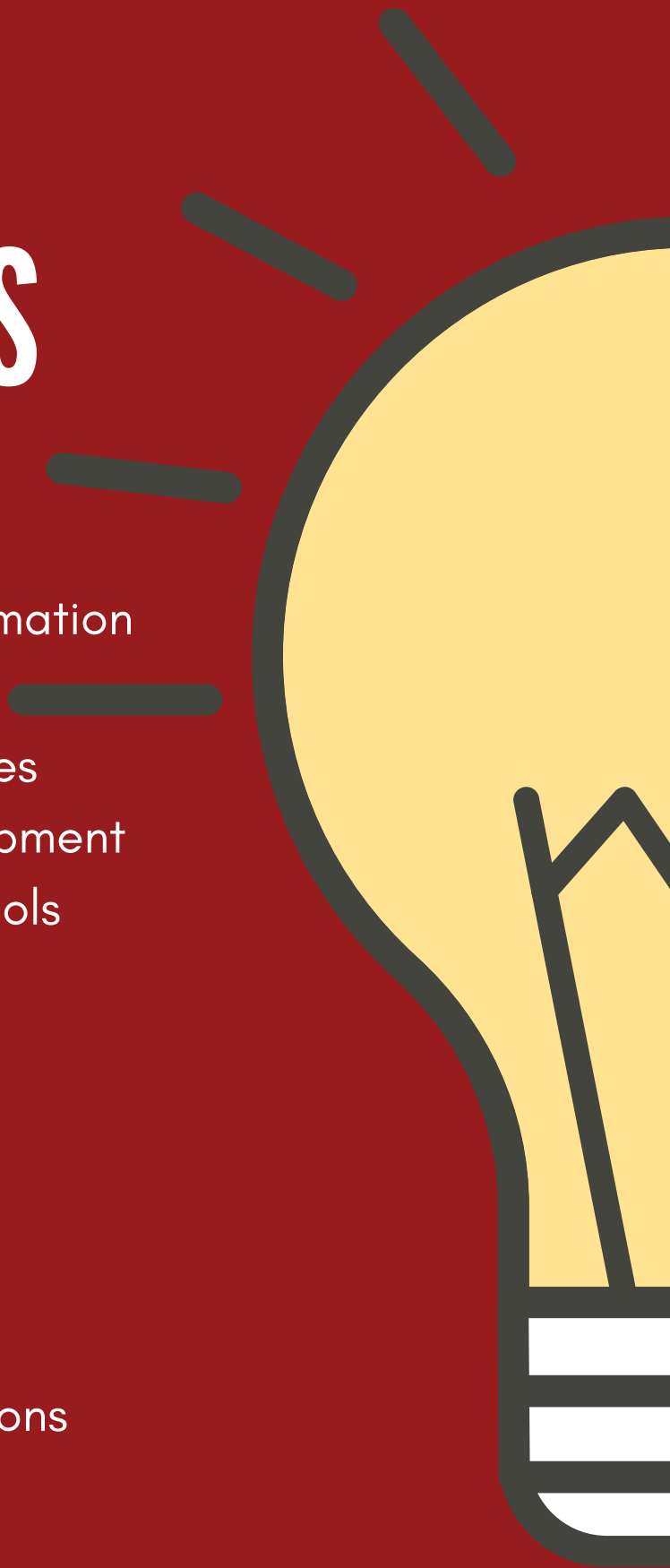
SCHOOL DISTRICT 197

2020–2021 STUDENT REGISTRATION GUIDE

A guide for families outlining district safety procedures and changes due to COVID-19. This guide provides information needed to fill out the 2020-2021 Student Registration Form.

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Superintendent's Note

Dear School District 197 Families,

As we plan for this fall, local data shows that we will either open our schools in a hybrid format (part in-person and part distance to reduce the number of students in the building at any one time) or full distance format. The final decision regarding how we open will be made the week of August 17. We appreciate the contributions of staff, parents, and students who provided feedback and helped us throughout the planning process.

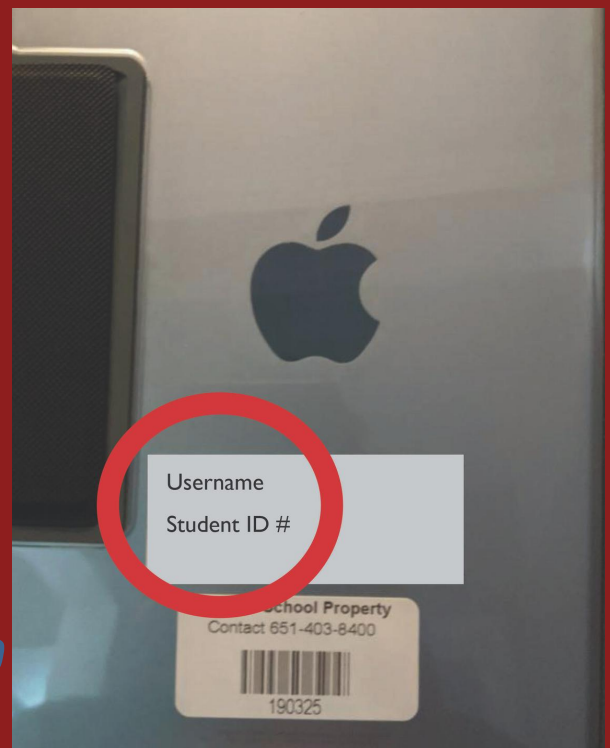
Regardless of the decision, families can opt for full-time distance learning for their child(ren). As you will see on the accompanying Student Registration Form, Option #1 for your child will mean they attend school in the board-approved format dictated by local data. Option #2 will mean your child will attend school online in a full-time distance format. Option #2 will be a one-semester commitment.

This guide provides you with information that will help in the decision-making process. If you have questions, please email fall2020@isd197.org or call 651-403-7008.


Peter Olson-Skog

WHAT IS MY CHILD'S STUDENT ID NUMBER?

Your student's ID number is the primary way we will match the registration information with your child. This number can be found in your Campus account as well as on the back of any district-owned technology device. If you cannot find your student's ID number, please complete the form without it.



DECISION TIMELINE

AUGUST 5-12: Families complete student registration forms

THE WEEK OF AUGUST 17: The district, in partnership with the school board and health agencies, will announce a final decision on the learning model for the start of the 2020-2021 school year.

SEPTEMBER 14: First day of school



What steps will the district and schools take to reduce the potential for the spread of COVID-19?



Symptom Screening

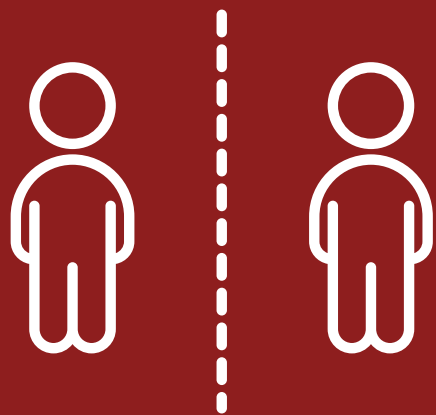
- Staff and Students: Self-monitor for symptoms daily; if symptoms occur, staff/families will stay at home
- School nurses respond to student symptoms
 - Special Care Zones: Site-based isolation space for students with symptoms until they are picked up



Handwashing/hygiene practices



Mask Wearing: Required for all students and staff



Social Distancing Maintain at least 6 feet between individuals

Personal Protective Equipment



Personal protective equipment (PPE) refers to protective clothing, helmets, gloves, face shields, goggles, facemasks, or other equipment designed to protect the wearer from injury or the spread of infection or illness.

The State of Minnesota will provide the following supplies to all public schools:

- ✓ Every K-12 student will receive one cloth face covering.
- ✓ Every school staff member will receive one cloth face covering.
- ✓ Every school will receive three disposable face masks per student.
- ✓ Every school will receive face shields for all licensed teachers and 50% of non-licensed staff.

In addition to what the state will provide, School District 197 will:

- ✓ Install plexiglass barriers in the main offices at each school
- ✓ Offer plexiglass table top barriers for check out
- ✓ Equip staff and students in special education programs with more restrictive face shields based on student need
- ✓ Additional face shields available for staff upon request
- ✓ Additional masks available for staff and students:
 - Paper masks available in the main office and health office.
 - Bus drivers will have masks to provide to students as needed.

Building Cleaning Protocols

- All routine cleaning and disinfection protocols (e.g., daily restroom cleaning and disinfecting) to continue
- Hand sanitizer stations installed throughout district buildings and on buses
- Disinfection of high-touch surfaces increased throughout the day
- All buses disinfected daily with electrostatic spray disinfectant
- In addition to regular cleaning, all rooms disinfected with electrostatic spray disinfectant a minimum of 2x/week
 - In hybrid mode, in between A/B switches
- All employees expected to disinfect personal high-touch devices and work areas/stations



Ventilation

- All air handling units in the district are being evaluated to allow for maximum outside air flow based on outside air temperature.
- All of the district's current ventilation systems meet or exceed American Society of Heating Refrigerating and Air Conditioning Engineers (ASHRAE) ventilation code.
- Opening building windows is not recommended due to negative impact on air distribution and filtration.
- Pre- and post-occupancy purge modes of operation will be utilized to ensure circulation of fresh air.

BUS TRANSPORTATION

We are moving our bus transportation to a three-tier model meaning that the start and end times for our schools throughout the 2020-2021 school year have changed. The new times are listed below.

GARLOUGH, MENDOTA, MORELAND, AND PILOT KNOB
7:30 A.M. TO 2:00 P.M.



HIGH SCHOOL & SOMERSET
8:30 A.M. TO 3:00 P.M.



MIDDLE SCHOOLS
9:30 A.M. TO 4:00 P.M.

This will impact the pickup and dropoff times of our buses. In addition, due to guidelines from the Minnesota Department of Health and the Minnesota Department of Education, we are limited to the number of students we can transport on each bus. Fee-for-service bus transportation will not be available during the 2020-2021 school year as we need to ensure we have space for those students who travel further.

Transportation personnel will clean and disinfect the buses multiple times a day, with a focus on high-touch student surfaces and objects such as bus handrails, seats, and windows. In addition, transportation personnel will disinfect each used bus or vehicle with an electrostatic sprayer at least once each day.

With this information in mind, we are asking families to transport their children to and from school if at all possible. Please ONLY register for a bus if your child needs bus transportation for the 2020-2021 school year.

Breakfast & Lunch



The Child Nutrition Department will be providing breakfast and lunch for students on days when they are in school. If a student does not qualify for free/reduced-price meal benefits, there will be a fee charged for the meals. All kindergarteners (as well as students at Garlough, Moreland, and Heritage) will continue to receive free breakfast. Students may also choose to bring lunches from home.

For days that students are distance learning, curbside pickup will be available. School District 197 families may pick up a breakfast and/or lunch (one pickup for both) from their school between 9 a.m. and 11 a.m. If a student does not qualify for free/reduced-price meal benefits, there will be a fee charged for the meals that are picked up.

Free/Reduced Price Meals

**To apply for free/reduced-price meal benefits, please
visit <https://frapps.horizonsolana.com/INDS03>**





Childcare

Per the governor's executive order, emergency childcare for children in kindergarten through age 12 will be available for School District 197 students who are the children of Tier 1 critical sector workers. Childcare will be provided for free during the regular school day in either the hybrid or full-time distance learning models for Tier 1 families. Tier 2 families will be prioritized for any remaining spots and fees will apply.

INTERNET ACCESS



For those times when students are learning from home, students in kindergarten through grade 12 will need Internet access. Students in kindergarten through grade 8 will be provided with iPads. Students in grades 9-12 will use laptops. High school students are asked to provide their own laptop. If they are unable, a laptop will be provided by the district. If you do not have reliable internet access, we will provide support and resources to assist you.

Schedule Changes

ELEMENTARY

- No changes

MIDDLE SCHOOL

- No changes for grades 7-8.
- Grades 5-6 will add a period to align with the grade 7-8 schedule.
- Programming of the additional period varies by site

HIGH SCHOOL

- Block schedule 4 days a week
- 7-period schedule 1 day a week

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Periods 1, 3, 5, 7	Periods 2, 4, 5, 6	Periods 1 - 7	Periods 1, 3, 5, 7	Periods 2, 4, 5, 6

SCHOOL DISTRICT 197

FALL 2020 LEARNING OPTIONS



OPTION #1

This is the format based on local data, which may include in-person, hybrid, or distance learning and may vary over the course of the first semester.



OR



OR



In-person

Hybrid

Full Distance

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
AT SCHOOL: IN PERSON	Group A	Group A	No Students	Group B	Group B
AT HOME: DISTANCE LEARNING	Group B	Group B	Group A & B	Group A	Group A

Group A: Last Name A - K

Group B: Last Name L - Z

The intent is to keep households together.

Where last names differ, we will work with the family to determine the group.

OPTION #2

This is the format that provides full-time distance learning with NO in-person learning.

Families commit to full-time distance learning for semester 1 (September 14-January 22).

Instruction will be provided by School District 197 teachers. Synchronous/live online teaching will regularly occur in most classes with the amount per day varying by level.

Students will be placed in class with other full-time distance learning students where possible.

Students will be assigned a full complement of classes (grades 5-12) or a homeroom (grades K-4) to create a continuity of learning throughout the year. Some middle school and high school courses may not be available in the full-time distance learning format due to staffing/licensure/content.

Students will be able to connect with their teachers and peers in meaningful ways through Google Meet, Seesaw (K-4), and Canvas (5-12), video recordings, and other appropriate means of remote interaction.

DISTANCE LEARNING IMPROVEMENTS

Regardless of option selected, these are the improvements we will make to distance learning this fall.

Relationship
building, particularly
in fall

Consistent
synchronous
experiences by level

Use of a full school day to
ensure students are covering
adequate amount of content,
more similar to a typical year

Establish more
consistency with
scheduling

Increased
opportunities for
social interaction

Training for
students and
families

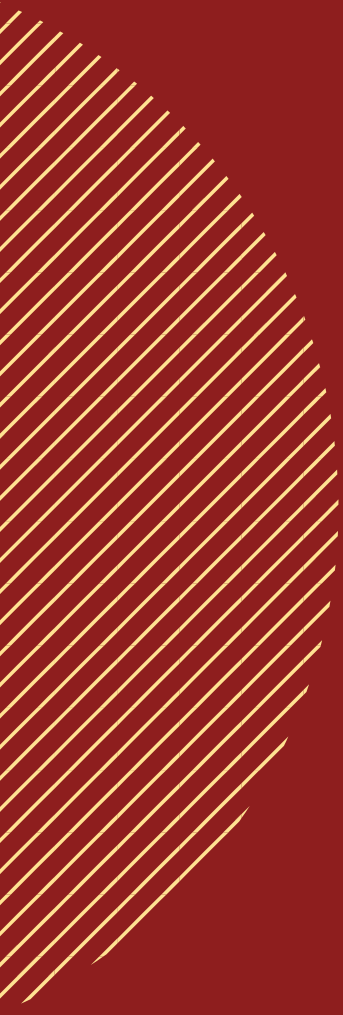
SeeSaw and Canvas experience
the same from teacher and
teacher and class to class

Consistent timing of
communication by level

Social emotional
supports




SPECIAL PROGRAMS



Students with Individualized Education Programs (IEPs) will be provided with services and supports based on the child's goals and objectives, within Option #1 and Option #2.

IEP Teams (including parents/guardians) will connect virtually prior to school starting to determine the service delivery plan and adaptations that best fit the needs of each individual student. Considerations will be made for inclusion options, teletherapy, and student schedules.

Students in Special Programs receiving over half of their school day in a special education setting will have the opportunity to attend up to four days in person if the district is in the hybrid scenario and the team determines that is what the student needs.



**Any questions can be sent to
Director of Special Education Sara Lein
at sara.lein@isd197.org**

Updated Calendar

On August 3, the school board approved a revised academic calendar for the 2020-2021 school year. Group A and Group B days are listed if/when a hybrid model is selected. It is important to note that the first day of school is now September 14, September 28 is now a school day, and October 14 is now a student vacation day.

Revised FY 2020-2021 Academic Calendar

July 2020						
S	M	T	W	T	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	1-3

August 2020						
S	M	T	W	T	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 2020						
S	M	T	W	T	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 2020						
S	M	T	W	T	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					

November 2020						
S	M	T	W	T	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 2020						
S	M	T	W	T	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		

AUGUST	
11	Primary Election-No meetings from 6:00-8:00pm
27-28	New Teacher Workshop
31	Construction Related Tasks Staff

SEPTEMBER	
1-3	K-12 Workshop
7	Labor Day - No School
8-11	K-12 Workshop
14	First Day of School

OCTOBER	
14	Professional Dev-No Students
15-16	Education MN Conference

NOVEMBER	
2	No Students-EOQ Elem /PD Sec
3	No Students-EOQ Sec/PD Elem
3	General Election-No School-No meetings from 6:00-8:00pm
25	Conference Comp-No Students
	Thanksgiving Break- District Closed

DECEMBER	
23-31	Winter Break (District Closed 24, 25, 31)

JANUARY	
1	Winter Break (District Closed)
4	School Resumes
18	Martin Luther King, Jr. Day - No Students, No teachers District Closed
25	No Students-EOQ Sec/PD Elem
26	No Students-EOQ Elem/PD Sec

FEBRUARY	
15	Presidents' Day No Students, No Teachers District Closed

MARCH	
26	No Students-EOQ
29-31	Spring Break

APRIL	
1-2	Spring Break
30	Professional Dev-No Students

MAY	
31	Memorial Day - District Closed

JUNE	
9	Last Student Day
10	EOQ - Last Teacher Day
11	Construction Related Tasks Staff
14	Conference Comp Day
15	Conference Comp Day

New Teacher Workshop Days
Professional Development (PD) Days-No Students
End of Quarter Elem/PD Secondary- No Students
End of Quarter Secondary/PD Elem- No Students
Conference Comp Days-No students or teachers
End of Quarter Days - No Students
District Closed
Construction Related Tasks for Staff

If Hybrid: Group A - in person/ Group B - distance
If Hybrid: Group B - in person/Group A - distance
White days are distance learning

January 2021						
S	M	T	W	T	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						

February 2021						
S	M	T	W	T	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 2021						
S	M	T	W	T	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 2021						
S	M	T	W	T	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						

May 2021						
S	M	T	W	T	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					

June 2021						
S	M	T	W	T	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			

Key:
Grey Shaded = No School
Color Shaded w/box = No Students

Nov. 2: EOQ Elementary / PD Secondary
Nov. 3: EOQ Secondary / PD Elementary

Jan. 25: EOQ Secondary / PD Elementary
Jan. 26: EOQ Elementary/ PD Secondary



QUESTIONS?

Email
fall2020@isd197.org

Call
651-403-7008

