



2020-2021 School Year

Plans for starting the school year

Updated August 11, 2020



The 2020-2021 School Year

As we prepare for the start of a new school year, our communities continue to experience the impact of COVID-19. Teams of school and district leaders, teachers and support staff continue to plan for a new school year with a focus on meeting the unique needs of each of our 6,200 students.

In this document, you will find information about Spring Lake Park Schools 2020-2021 plans for starting the school year aligned with the state's current guidance.

We are approaching this unique time in our history with a focus on advancing our goals of personalizing learning for each student balanced with safeguarding the health and safety of all.

We are grateful for the support and partnership of our families and communities. Together, we will make this school year the best it can possibly be.



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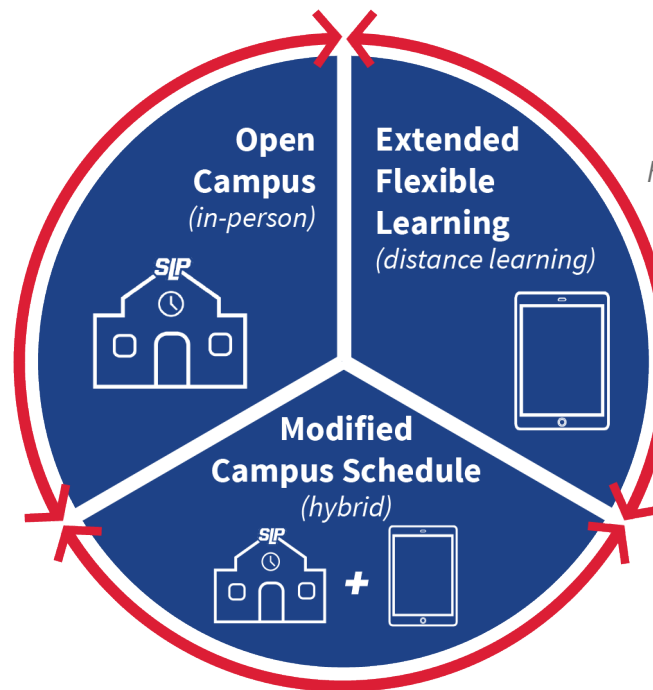
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Overview of Learning Models 2020-2021

Minnesota's Safe Learning plan requires schools to plan for and be able to flex to three models throughout the school year as public health conditions change as well as provide a full-time distance learning option for students.

OPEN CAMPUS (in-person):
School buildings are able to open following health and safety guidance



EXTENDED FLEXIBLE LEARNING (distance learning): *School buildings are not able to open due to required health and safety mitigation strategies, or students remain remote by family choice.*

MODIFIED CAMPUS SCHEDULE (hybrid) : *School buildings are able to open with modifications that limit the number of people in school spaces, provide for physical distancing, follow recommended health and safety guidelines and use a combination of in-person and online teaching and learning.*

Minnesota's Safe Learning Plan

- Minnesota's Safe Learning Plan outlines the decision-making process school districts will use to determine their model of learning.
- County-level, 14-day case rates per 10,000 residents is a key factor in determining the model allowed.
- The district must respond to the data throughout the year. Should a districtwide change in models be necessary, families will be provided a 5-day notice of the change.

Step 1

Use county-level data to determine a base learning model for public schools.

14-day case rate per 10,000 people for Anoka County

June 28-July 11	July 5-18	July 12-25
12.41	15.77	17.33

The Anoka County data continues to trend upward. Daily case data suggests it will continue to do so for the next few reporting cycles.

Step 2

Consult with public health experts to examine the data and impact to schools.

Step 3

Evaluate school ability to implement required and recommended health best practices.

Step 4

With public health officials, determine a learning model to begin the school year.

Step 5

Monitor impact of COVID-19 on a regular basis and adjust the learning model as needed.

Source: [Minnesota's Safe Learning Plan for 2020-21](#)

Recommendation for Learning this Fall

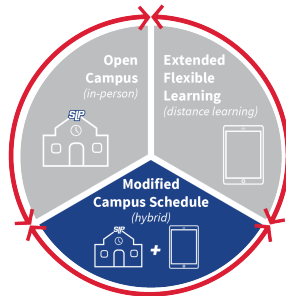
Recommendation:

- **Begin the 2020-2021 school year in a Modified Campus Schedule (Hybrid) model**
- **Provide full-time distance learning for those who choose it**

Family Choice #1:

Responsive Learning Model

Case rate data will determine the model for learning. We plan to begin in a Modified Campus Schedule and be prepared to adjust as needed.

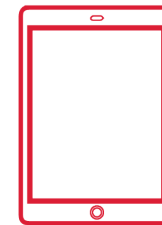


66% (2,938 students) of those responding have selected the Responsive Learning Model as of August 10 with the option to move to distance learning at any time.

Family Choice #2:

Full-Time Distance Learning

Full-time distance learning is available throughout the year for any family that chooses it. Families commit by trimester.



34% (1,516 students) of those responding have selected full-time distance learning as of August 10 through at least the first trimester.

Overview: Modified Campus Schedules *(Hybrid)*

Students have a combination of learning days at school and learning days at home. Learning days at school will follow health and safety guidelines, including those for 50 percent or less capacity and physical distancing. *See details on following pages.*



- **Grades K-1** will learn at school five days a week.
- **Grades 2-12 and Lighthouse** will learn at school 2 days a week and learn at home 3 days a week. The student population will be split in half, an A group and a B group.
- Due to space constraints and health and safety guidelines, we are not able to offer additional in-school learning days for grades 2-12 at this time.

	Monday	Tuesday	Wednesday	Thursday	Friday
A Group: Students last names A-L A group will learn at school on Mondays and Thursdays and learn at home on Tuesdays, Wednesdays and Fridays.					
B Group: Students last names M-Z B group will learn at school on Tuesdays and Fridays and learn at home on Mondays, Wednesdays and Thursdays.					

We will work with families who have students in their household with different last names to ensure households have the same schedule.

Grades K-1: Modified Campus Schedules *(Hybrid)*



Kindergarten and Grade 1 students will be at school 5 days a week.

- Students will be in a class group of up to 15 students and learning spaces will be at 50 percent capacity or less to ensure physical distancing.
- The student group will be assigned a teacher and will remain in primarily the same classroom space throughout the day.
- Teachers will work in small teams to support learning and teaching across their small group of classrooms.
- Lunch will be eaten in the classroom with precautions taken for allergies.
- Recess will be scheduled by classroom group:
 - No more than one classroom on the equipment and limited classrooms on the field/hard surface at one time to ensure physical distancing.
 - Students will be expected to wash their hands immediately before going to recess and when they come back inside.
 - Staff will be present to assist in maintaining appropriate physical distance. Face masks will not be required outside.

Grades 2-6: Modified Campus Schedules *(Hybrid)*



2 days of learning at school

- Students with last names A-L will be at school on Mondays and Thursdays; last names M-Z will be at school on Tuesdays and Fridays (*Note: family members with different last names will be grouped together*)
- Group sizes in a traditional classroom will not exceed 15 students. Overall, group sizes in physical spaces will not exceed 50 percent capacity.
- Students stay primarily in the same classroom space throughout the day, with the same group of students and their assigned classroom teacher. Students may work with other teachers, who are working together on small teaching teams, to support learning and teaching across their small group of classrooms.
- Lunch will be eaten in classrooms or the cafeteria with a student's designated cohort and following protocols for maximizing physical distance and precautions for allergies.
- Recess will be scheduled by classroom group to limit numbers of students. Students will be expected to wash their hands immediately before going to recess and when they come inside. Staff will be present to assist in maintaining appropriate physical distance. Face masks will not be required outside.

2 days of interactive learning at home

- There will be an emphasis on real-time, live instruction on these days with frequent small group and/or individual check-ins.
- Instruction and interaction may occur with any teacher on the student's team.

1 day of on-demand learning at home (Wednesdays)

- Includes independent student work using learning technology resources
- Teachers will be available through "office hours" and scheduled check-ins on this day.

Some students in Grades 2-6 will be at school more than 2 days a week to receive specific targeted services and supports as determined by IEP or team.

Grades 7-12: Modified Campus Schedules (hybrid)



2 days of learning at school

- Students with last names A-L will be at school on Mondays and Thursdays; last names M-Z will be at school on Tuesdays and Fridays. *(Note: family members with different last names will be grouped together)*
- Students are grouped in cohorts and housed in localized areas within the building for their core courses and lunches to reduce intermingling between groups of students. Students will have the same teacher for each of their four core courses throughout the year.
- Student schedules:
 - Students will work with teachers in their four core courses (English Language Arts, Science, Math, Social Studies) for 4 of the 6 periods of the day. *(Upper level high school students may not have four core courses.)*
 - Students will engage with their electives and receive targeted services and support in the remaining 2 periods of the day within their assigned cohort as possible and meeting health and safety guidelines.
 - Learning spaces will be at 50 percent capacity or less to ensure physical distancing.
 - Passing times will limit hallway traffic and lockers will not be available for student use.

3 days of learning at home

- To support flexibility in the time, place, and pace of learning, all courses will be built online, in Schoology, for 24/7 student access to course materials.
- Students will engage in flexible learning experiences designed by the same teachers they work with at school.
- Students will work independently and flexibly to specifically prepare and equip students for the deeper learning experiences they will engage in during their in-person learning days.
- Students may also receive "live," specific targeted services and supports as determined by IEP or team.

Some students in Grades 7-12 will be at school more than 2 days a week to receive specific targeted services and supports as determined by IEP or team.

Lighthouse School: Modified Campus Schedules (hybrid)



2 days of learning at school

- Students with last names A-L will be at school on Mondays and Thursdays; last names M-Z will be at school on Tuesdays and Fridays. *(Note: family members with different last names will be grouped together)*
- Students will be grouped in graded clusters, assigned to a teacher/facilitator, and will work from that teacher's room throughout the day.

3 days of learning at home

- Students will continue their self-directed, negotiated work plan from home on days they are not at school.

Students registered to take Spring Lake Park High School courses concurrently will take these courses remotely from the Lighthouse using technology.

Extended Flexible Learning *(Distance Learning)*



Full-time extended flexible learning (distance learning) is available for students at all grade levels at any time; families commit *for at least* one trimester with return to in-person learning dependent on a variety of factors.

All students may flex to this model should public health conditions require it.

We are making enhancements, based on student, family and teacher feedback to the distance learning experience.

Key elements of distance learning will include:

- Real-time and on-demand learning formats
- Emphasis on daily, real-time, live instruction and interaction
- Emphasis on small group and one-to-one learning
- A weekly overview of student work and learning experiences
- Daily communication on student work expectations and interactions to strengthen relationships
- Collaborative learning opportunities each week that allow students to interact with each other
- Consistent and meaningful feedback on student work that moves learning forward

Student Academic & Social Emotional Supports



- **Students who receive targeted instruction and intervention, will continue to receive those services in all models.** Targeted support may include additional time for reading, math, English Learner support, credit recovery, etc.
- **Students who receive social, emotional, and behavioral support will continue to do so per their personal learning plan or IEP.**
- **Special education services will flexibly shift between learning models as needed.**
 - **Students who receive center-based special education services and Transitions students** will come to school 5 days a week for full school days unless they are choosing the full-time distance learning option. Students will access general education minutes through live streaming from the general education classroom to the center-based classroom.
 - **All families of students who receive special education services** will work with a consistent case manager who will have a consistent caseload, regardless of the learning model, to create consistency for families. Case managers will work with families to ensure IEP or 504 plan is followed.
- **Students will have access to expanded counseling and social/emotional supports.**
- **We are partnering with community agencies for mental health services.**
- **Social work services will be available for family outreach and assistance in connecting families with community resources.**

Overview of Health and Safety Practices

Open Campus and Modified Campus Schedules



We will follow protocols outlined by the Minnesota Department of Health and Centers for Disease Control and Prevention

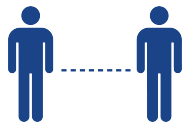
For more detailed information, visit: www.springlakeparkschools.org/Plan2020



Face Coverings required indoors and on buses (students and staff)



Hand Hygiene using sanitizer and frequent washing



Physical Distancing reinforced in physical spaces, through people expectations; no large gatherings



Cleaning and Disinfecting spaces throughout the day using recommended products



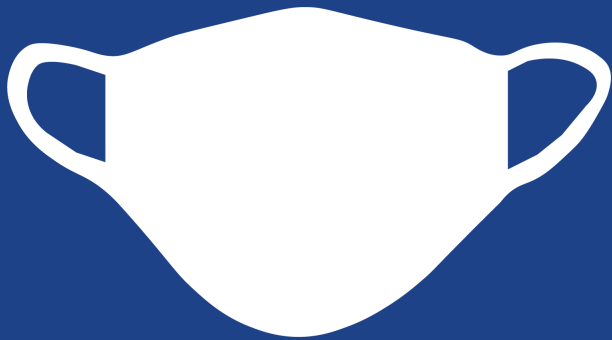
No Visitors unless pre-approved through principal



Health Screening expectations and protocols for addressing exposure and illness

Health & Safety: Personal Protective Equipment

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



- **The State of Minnesota is providing 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 Spring Lake Park Schools is:**
 - Installing plexiglass barriers in the main offices at each school
 - Equipping staff and students in special education programs with more restrictive face shields based on student need
 - Providing additional face shields available for staff upon request
 - Making additional masks available for staff and students; Paper masks available in the main office and health office
 - Making gloves available for all staff to use for cleaning

Health & Safety: School Spaces



- **Physical spaces will be maintained at 50 percent capacity or less and physical distancing of at least 6 feet**
 - **Entrances and exits** will be modified to regulate traffic flow and access.
 - **Hallways** will be divided in half or made one way to create traffic flow patterns that maximize physical distancing
 - **Classroom and school schedules** will limit physical interactions beyond a student's classroom and team.
 - **Floor markings will reinforce** physical distancing requirements in waiting areas.
 - **Student seating** will be arranged to ensure there is at least 6 feet between students.
- **Safety signage** throughout the building will reinforce protocols (hand washing, physical distancing)
- **Drinking water** will be available through filling stations (water bottles to come from home) and single use cups; No drinking fountains.

These health and safety measures are required in a Modified Campus Schedule (hybrid) model. Guidance is less restrictive in an Open Campus (in-person) model.

Health & Safety: Cleaning and Ventilation



- **Enhanced cleaning protocols** follow recommendations from Minnesota Department of Health and Centers for Disease Control and Prevention.
 - At routine times throughout the school day, there will be cleaning/disinfecting of highly touched surfaces, including student desks/chairs, door handles, light switches, counters, and faucets.
 - Cleaning will include, but is not limited to, before and after lunch, anytime a class grouping is going to switch classroom spaces, and at the end of the school day.
 - Each evening, there will be additional cleaning of floors and disinfecting of communal spaces.
- **Building ventilation in our school buildings** has all been replaced since 2008 and exceeds the recommendations for the circulation of outdoor air.

Health & Safety: Transportation



- **Buses will transport students at 50 percent capacity.**
- **Students and driver will wear face coverings on the ride.** Drivers will reinforce expectations verbally and involve school administration if there is an issue with compliance.
- **All riders will maintain 6 feet** of distance from the bus driver.
- **Seating charts will be used;** Students from the same household may sit together.
- **Loading and unloading procedures** will maximize physical distancing to the greatest extent possible; School loading and unloading zone may be reconfigured to accommodate distancing requirements and additional parent drop off/pick up.
- **Buses will be cleaned and disinfected** between routes.
- **Windows will be open, as weather permits,** and ventilation systems maximized to promote air flow throughout the bus.

These health and safety measures are required in a Modified Campus Schedule (hybrid) model. Guidance is less restrictive in an Open Campus (in-person) model.

School Start Times



- We anticipate school start times to remain the same.
- As we plan the details now of transportation routes based on the information families have shared in the past week, modifications may be needed.
- We will commit to letting families know of any changes to school start times by August 20, 2020.

Meal Services



- **Breakfast and lunch will be available to students when they are at school.** There will be added precautions when eating at school in a Modified Campus Schedule (hybrid) model:
 - Grades K-4: Meals will be eaten in classrooms with precautions for allergies.
 - Grades 5-12: Meals will be eaten in classrooms or cafeteria with designated cohort and protocols for maximizing physical distance and precautions for allergies.
 - Meal purchases will be made using a touch-free system.
 - Meals will be individually plated/packaged; There will be no self-serve food stations.
- **Meals will be available for pick-up for at home learning days.**
- **Meal distribution will also be available for any student doing full-time distance learning.**

Free and reduced lunch applications have been mailed to district families and can also be [completed online](#).

Health Screening Expectations

All students and staff must self-screen before coming to school each day.

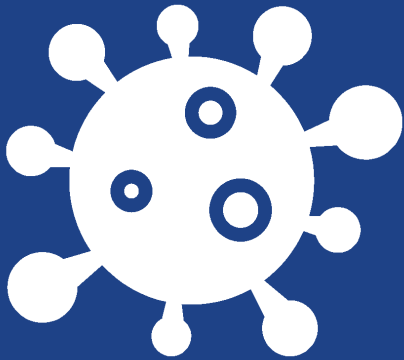


- Stay home if there are any COVID-19 symptoms.
- Report symptoms to the school.
- Students will use designated isolation areas to wait for a ride home if symptoms develop during the day.
- Students/Families and staff are to notify the school if they have been directed to self-isolate or quarantine.

Symptoms include:

- New onset of cough
- Shortness of breath
- Fever of 100.0 degrees or higher
- Chills
- Muscle Pain
- Sore throat
- Loss of sense of smell or taste
- Gastrointestinal symptoms of diarrhea, vomiting or nausea

Procedures for Exposure and Illness



We will work with Minnesota Department of Health on any positive confirmed cases of COVID-19 and follow their direction for contact tracing, notification and other critical actions.

Exposure

- Exposure is defined as being near a COVID-19 positive person closer than 6 feet for 15 minutes or longer.
- Working with MDH, school or district staff with notify students/families and/or staff if they have been exposed and need to stay home.

Illness - If students, staff have a confirmed case of COVID-19 or symptoms:

- The individual must stay home for at least 10 days since symptoms began AND until no fever for at least 1 day without medication AND improvement of other symptoms.
- Siblings and household members stay home for 14 days.
- Other staff and students exposed to the individual will also stay home/quarantine for 14 days.

See Minnesota Department of Health's [Decision Tree for People with COVID-19 Symptoms](#).

Notifications: Exposure and Illness



We will partner with Minnesota Department of Health on any positive confirmed cases of COVID-19 and they will guide us on the notification process to ensure individual health privacy.

- Generally, the school or district will communicate with any individuals/families of individuals who had contact with any positive case as recommended and directed by MDH.
- Notifications of exposure and notifications with direction to self-isolate will include recommendations from MDH for next steps.
- Notification scope depends on the breadth of exposure and interaction with others.
 - Elementary (K-4) – Families of entire classroom group; all staff that worked directly with student or staff that tested positive and building and district leaders.
 - Intermediate/Middle School and High School: Families of the impacted learning team, families of other students that may have been in elective classes with the student of staff that tested positive; all staff that worked directly with the student of staff that tested positive and building and district leadership.

Preschool and Early Childhood

Preschool:

- We are currently planning to offer in-person preschool programming at the beginning of the year.
- Preschool programming will be prepared to move into different learning models throughout the program year, including going to an online, distance learning format as needed.

Early Childhood:

- Family input will guide design of programming for the fall and throughout 2020-2021.
- We are engaging with our Early Childhood and Family Education families to understand interest in coming on site and/or connecting in other ways to support their families and children's development.



School Age Childcare

- **Before and after school childcare** for school age children will be available through Learning Ventures.
- **Childcare for Tier 1 essential workers** (which now includes school district staff) will be available per Executive Order 20-82 at no cost during the school day for children up to age 12 when the district is operating in a Modified Campus Schedule (hybrid) model or Extended Flexible Learning (distance learning).
- **For other families who require childcare**, we have a fee-based childcare option, as space and staffing allow, and will prioritize families who signed up last spring for this fall.

If demand for childcare exceeds space available within the district, we will look for options to expand.



Athletics and Activities for Fall 2020

- All activities and interested based clubs are currently being reviewed to determine if they meet Minnesota Department of Health guidelines. More details to come.
- The Minnesota State High School League (MSHSL) has decided to move ahead with the following fall sports as planned. The fall season will begin on time on August 17 for:
 - Girls Cross Country
 - Girls Tennis
 - Girls Swimming and Diving
 - Boys and Girls Soccer
- Volleyball and Football have been postponed until spring 2021. More information and guidelines will be released by the Minnesota State High School League and Northwest Suburban Conference in the coming days, which we will share with families.



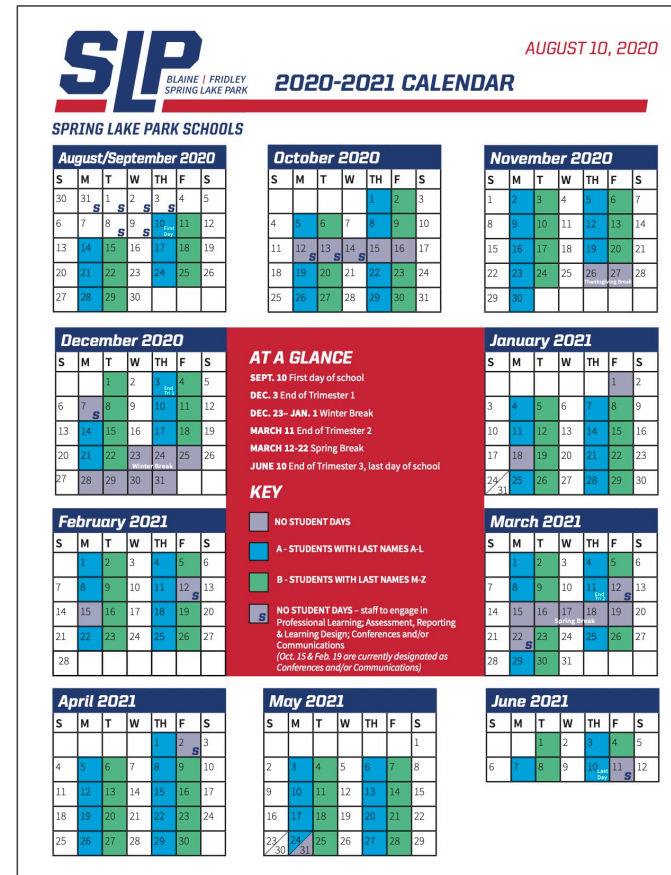
Changes to Academic Calendar

First day of school will be Sept. 10, 2020.

- All K-1 students will come to school
- All students doing distance learning will begin their instruction
- All A group students (last names A-L) will come to school; All B Group students will log on and learn from home

Previously scheduled instructional days on Sept. 8 and 9, 2020 will be replaced on Dec. 4, 2020 and Feb. 11, 2021.

- We are moving two professional learning days from later in the year to the beginning of the year.
- Teachers and other staff do not return until August 31, and these two additional days are needed for health and safety training and teacher planning for brand new learning models and structures.



What Families Can Do Now

1

Make or change your choices for the 2020-2021 school year by Wednesday, August 12.

- Families we haven't heard from will have through Wednesday, August 12 to submit their selections. After Wednesday, we will assume those students will be coming to school in the hybrid model.
- Families who completed the survey and want to make changes can email communications@district16.org by the end of day Wednesday, August 12.

2

Make sure you have internet access.

- We secured high levels of internet access for students in the spring. If you need internet access, reach out so we can help with a solution. **Tech Support:** Email techsupport@district16.org or call 763-600-5555

3

Check the status of your school-issued iPads.

- Reach out to tech support now if service is needed on a school-issued iPad.
- Pay iPad protection plan through [Campus Parent Portal](#)

4

For students who will be coming to school in the hybrid model:

- Make sure you are ready to do a health self-screen for days you are coming to school.
- Pick out and practice wearing a face mask.
- We'll provide family resources in the coming weeks to help students prepare.

Critical Dates and Next Steps



- **August 13, 2020:** School districts receive another data update with county case rates. This weekly monitoring of county-level data and other factors may require adjustments to our plan.
- **August 19, 2020 and beyond:** Schools will begin to communicate next levels of detail at the building level. We are not able to hold traditional "meet the teacher" events. Schools will provide alternative opportunities to meet teachers and get school schedules before instruction begins.
- **August 20, 2020:** School districts are required to confirm or change the approach for how they plan to begin the school year using data provided on August 20, 2020. We will confirm the final plan with families after we receive this data.
- **Week of August 24, 2020:** Bus route information will be sent to families using district transportation.



SpringLakeParkSchools.org/Plan2020

- Latest information and plans
- Frequently asked questions
- Archive of family communications
- Submit a question

The website can be translated into multiple languages.