

# SAFE LEARNING PLAN

2021-2022

Throughout the school year, Owatonna Public Schools' Safe Learning Plan will use guidance from state and local health department officials, local medical experts and Minnesota Department of Education to advise our practices. Our goal is to maintain a normalized environment where students can learn and teachers can teach.

Our plan includes information regarding health and safety, face coverings/masks, cleaning/sanitizing procedures, transportation on school buses, safe food services, and visitors and volunteers.

Owatonna Public Schools prioritizes student/staff safety and health, data-driven decision-making and the importance of local school districts to make informed decisions that are in the best interest of their students, families and communities. We continue to work closely with local, county and state partners to educate, promote and encourage the community of Owatonna to help us provide a safe and healthy learning environment.

## Commitment to Health and Safety

The safety of our students and staff is a priority.

- Face coverings recommended, not required
- Enhanced cleaning and sanitation protocols
- Social distancing measures in place (where possible)
- Breakfast and lunch adjustments for safe and sanitary meals at all schools
- Staff training in Center for Disease Control and Prevention protocols
- Soap and water or hand sanitizer available and frequently used throughout the school day

## Communication Protocol

In the event of a COVID-19 case that is reported to the school district, an email will be sent to parents regarding a possible exposure. Students or staff who were within 6 feet of an infected person for more than 15 minutes will be considered as a potential exposure. We are required to report known cases of COVID-19. If your child tests positive for COVID-19, please contact the school office where they attend. **If a student is not fully vaccinated and has close contact with someone with COVID-19, the safest option is to stay home and away from others for 14 days.**

## Mitigation Protocol

In the event that multiple cases of COVID-like illness are being reported in a building, we will use the recommended 5% threshold to put additional mitigation measures in place. This means that 5% of our students/staff have reported symptoms or have tested positive for COVID-19.

In this case, the district will close the building for a minimum of one day to fully disinfect the building. Upon return to the building, masks will be required by all staff and students in that respective building for a period of 14 days or one incubation period. If cases are still being reported after the 14-day period, a longer masking requirement may be put in place.

This procedure could be used in multiple buildings if the conditions deem it necessary.

## Health and Wellness Procedures

All families are asked to perform health checks on students before coming to school each day. If a student has an elevated temperature or any other sign of potential illness, they should stay home. Parents and guardians will need to pick up from school any students found to have a fever or to be exhibiting signs of illness during the school day in a timely manner.

If staff or students are feeling sick, stay home. Symptoms of COVID-19 can include fever, cough, shortness of breath, chills, headache, muscle pain, sore throat, fatigue, congestion, or loss of taste or smell. Other less common symptoms include gastrointestinal symptoms like nausea, vomiting, or diarrhea. These symptoms may appear 2-14 days after you are exposed to the virus that causes COVID-19. Not everyone with COVID-19 has all of these symptoms, and some people may not have any symptoms. Talk to your health care provider if you have questions or concerns about symptoms.

### COVID-19 Basic Principles

- Sick students, teachers and staff should not come to school.
- Enforce regular handwashing with soap and water for 20 seconds or use hand sanitizer.
- Disinfect & clean daily: schools and highly used objects and surfaces
- Social distancing
- Wear cloth face coverings as recommended by MDH/MDE and your local leadership

## Cleaning and Disinfecting Guidelines

Regular housekeeping practices are currently in place, including routine cleaning and disinfecting of general areas of the school environment, classrooms, restrooms, break rooms, meeting rooms, etc. School district custodial staff will frequently clean and disinfect high-touch areas such as door handles, elevator panels, railings, phones, keyboards, touch screens, etc.

## Transportation

Until January 1, the U.S. Transportation Security Administration is requiring face coverings across all transportation networks throughout the country, including airports and onboard commercial aircraft, railways and buses. This includes school buses. **Every student and adult who rides on the bus will need to wear a face covering.**

# Student Nutrition Services

Breakfast and lunch meals are free to all students through the end of the 2021-22 school year due to a waiver from the United States Department of Agriculture (USDA) allowing us to operate the Seamless Summer Option (SSO) during this time.

## **Breakfast and Lunch**

Nutrition Services strives to offer students a variety of healthy, tasty, and high-quality foods to fuel their growing bodies. Students are encouraged to actively participate in our meal program by eating breakfast and/or lunch and providing feedback about the meals. Each school meal offers milk, fruits, vegetables, protein, and grains, making each meal a great value and convenience for busy families. Milk is provided with each breakfast and lunch meal. If students wish to purchase a carton with their cold lunch from home or a second milk with their meal, they must have funds in their account. The cost is \$0.45 per carton.

## **Special Dietary Needs**

Forms for special dietary needs and lactose-reduced milk can be found on our website: [isd761.org/district-services/nutrition-services](http://isd761.org/district-services/nutrition-services). Please call 507-444-8629 with any questions.

## **Managing Your Student's Meal Account**

Students must have funds in their student meal account to purchase a la carte items. MyPaymentsPlus.com is an online service providing convenience and information you need to manage your student's meal account. To set up an account, log on to [mypaymentsplus.com](http://mypaymentsplus.com) or download the MyPaymentsPlus mobile app. You can obtain your student's ID for set-up by calling the Nutrition Services department at 507-444-8616. There is also a drop box for meal account payments outside the District Office, 515 West Bridge Street, on the east side of the building. Payments may also be turned in at your child's school, or you may use the automated phone system by calling 800-420-3478.

## **Apply for Educational Benefits**

Breakfast and lunch meals are free to all students again this school year. However, we ask that all families continue to complete an Application for Educational Benefits to determine if your children are eligible for other benefits, such as reduced rates for activity fees and Pandemic Electronic Benefit Transfer (P-EBT) benefits. These applications also help provide critical funding for educational interventions, school social workers and counselors, and instructional materials. Visit [isd761.org/district-services/nutrition-services](http://isd761.org/district-services/nutrition-services) and click the "Application for Educational Benefits" tab on the left. Paper copies are available at the District Office. Applications may be submitted any time throughout the school year.

## **Unpaid Meal Account Charges and Debt Collection Procedures**

Negative balances should be paid off, and prepayments made to your student's account prior to the first day of school if your child intends to purchase a la carte items. The District will make efforts to communicate with families to resolve unpaid meal charges. For more information, visit [isd761.org/district-services/nutrition-services](http://isd761.org/district-services/nutrition-services).

### **Safety Measures**

- Safety measures during meal preparation and distribution have been put in place to reduce the spread of COVID-19.
- Point of service meal counting will be completed on PIN pad. Hand sanitizer will be provided to students and PIN pads will be sanitized frequently.
- Elementary Schools & Pre-K: Breakfast will be served in the classroom and lunch meals will be served in the cafeteria.
- Owatonna Middle School: Breakfast and lunch will be served in the cafeteria.
- Owatonna High School: Breakfast will be available in the cafeteria and in the upper commons area for grab & go breakfast. Lunch will be available in the cafeteria.
- Alternative Learning Center: Breakfast will be served in the cafeteria for before school and 2nd chance breakfast. Lunch will be served in the cafeteria.

## **Visitors/Volunteers**

To begin the school year, we are not allowing visitors or volunteers in our buildings. This will allow us the opportunity to evaluate our current health and safety status. On October 1, we will consider reinstating visitors/volunteers in the buildings.