

Elk Point-Jefferson Public Schools

Return to Learn 2023-2024

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Reviewed December 2022

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Reviewed December 11, 2023



The purpose of this blueprint is to provide a framework for how Elk Point-Jefferson Public Schools will respond to the COVID-19 pandemic and its impact on the educational program within our school district during the 2022-2023 school year. The framework is structured using Components and tiers in order to allow the district to be flexible and responsive to changing public health circumstances. The presence of a formal document will also support the district in articulating its plan for next fall in a clear, comprehensive,

and transparent manner.

Essential Initial Planning Questions :

- How can we effectively serve Elk Point-Jefferson Public Schools students educationally regardless of the circumstances in which we are asked to serve them?
- Do school calendars, start times, or days of operation need to change in order to serve students within the guidelines to operate our schools safely?
- What school operations do we need to be prepared to alter on short notice as public health guidance changes when students and staff are on campus?
- How do we get students to campus and concurrently honor public health guidelines such as physical distancing? ● How can we meet physical distancing guidelines and still operate with some or all students on the Elk Point-Jefferson Public Schools campus?
- How do we protect students in high risk categories when school is in session on campus and still deliver high quality instruction to them? ● How do we safely deliver an extracurricular program for sports, fine arts, and other co-curricular experiences? ● How do we protect staff in high risk categories when school is in session on campus and still operate a school effectively? ● What safety measures need to be in place to resume some degree of in-person instruction in the fall (e.g., screening)? ● How do we improve the quality of the remote learning experience for students and staff should an extended school closure be needed again in the 20-21 school year?
- What professional development, support, or planning opportunities do we need to provide to Elk Point-Jefferson Public Schools staff this summer in order to prepare them for the 2020-2021 school year?
- What supplies and other resources do we need to acquire proactively in order to ensure we can carry out any on-campus plans next fall? ● What steps can we take to promote best practices for personal hygiene for students, staff, and families?
- How can we meet the communication needs of Elk Point-Jefferson Public Schools stakeholders (families, students & staff) in a systematic way so that our efforts are not overwhelming and yet sufficient to explain the “what,” “why,” and “how” any plans we make and implement? ● How will we respond if someone that has been in an Elk Point-Jefferson Public Schools building and has interacted with students and staff tests positive for COVID-19?
- How do we handle students that are unable to report to campus because they have been recommended for self-quarantine? ● How should Elk Point-Jefferson Public Schools begin the 2020-2021 school year (instructionally and operationally)?

Return to Learn Committee:

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Leslie Allard – School Nurse

Jake Otkin – Teacher

Karlene Stabe – Teacher

Aaron Schmeling – Teacher

Barb Nebelsick – Teacher

Angela Peirce – Teacher

Deedra Holdhusen – Teacher

Marla Jo Meadows – Teacher

Rita Ahmann – Teacher

Valerie Neuharth – Teacher

Core Planning Scenarios:

Scenario	Description	Rationale
Green Tier I	School is in session for all (100%) students and staff on campus in August.	<ul style="list-style-type: none"> ● In this scenario, the school has a plan to meet guidelines provided for the reopening of schools and local public health conditions warrant a return to school on campus with appropriate safety precautions being made. ● Planning Priorities: <ul style="list-style-type: none"> ○ Masks are optional for students and staff while in the building. The school district will have masks available for use
Yellow Tier II	School is in session for all (100%) students and staff. Examples: <ul style="list-style-type: none"> ● Static Classrooms (when possible) ● Meals in classrooms if necessary ● Assigned use of common areas 	<ul style="list-style-type: none"> ● Why: <ul style="list-style-type: none"> ○ Increased number of cases among students or staff ○ In response to physical distancing guidelines that would make having the traditional 100% of students moving throughout the building not feasible (e.g., fewer students per classroom; etc.) ● Planning Priorities: <ul style="list-style-type: none"> ○ Masks are optional for students and staff while in the building. The school district will have disposable masks available for use.

<p>Orange Tier III</p>	<p>Physical Distancing Scenario (0-100%) - Potential Reduced Building Occupation. Hybrid of on campus (in-person) and/or virtual (remote learning) instruction. Examples:</p> <ul style="list-style-type: none"> ● Alternating A/B Days ● M/T & Th/F with Wednesday online planning/delivery. ● Lower level static classrooms and 100% attendance. ● 9-12 remote. 	<ul style="list-style-type: none"> ● Goal continues to be 100% in person attendance ● If needed, Hybrid Approach for some or all students. <ul style="list-style-type: none"> ○ Why: <ul style="list-style-type: none"> ■ A directive by the governor, South Dakota Department of Health, or department of education. ■ In response to physical distancing guidelines that would make having 100% of students on campus not feasible (e.g., static classrooms and static staff movement that doesn't allow a high school schedule to be feasible). ● Planning Priorities: <ul style="list-style-type: none"> ○ Keep Lower Level students on campus 100% of the time as long as possible. ○ Keep families together on the same campus schedule. ○ Students and Staff are <i>required</i> to wear face coverings at all times when in the building.
<p>Red Tier IV</p>	<p>Remote Learning</p>	<ul style="list-style-type: none"> ● Why: <ul style="list-style-type: none"> ○ Necessary in the event of an extended school closure of more than 2+ weeks. ○ The directive would come from the Governor, South Dakota Department of Health, or Department of Education.

Core Planning Components:

Screening: includes steps taken to assess students and staff for COVID-19 symptoms prior to engaging in the school environment.

School Operations: includes aspects of how schools run such as arrival/dismissal, passing periods, visitor access, student movement throughout the school, staff meetings, recess, student attendance policies, and other aspects of operation that may be influenced by physical distancing.

Food Service: includes school meal services such as breakfast, lunch, and grab and go when school is operating on campus and during extended school closure.

Cleaning/Facility Modifications: includes guidelines for custodians and staff for how to proactively avoid the spread of germs and illness, how to respond when someone who has tested positive for COVID-19 has been on campus, and any safety related facility modifications made to reduce exposure or eliminate existing high touch areas.

Extracurricular Activities/External Facility Use: includes sports, activities, field trips, and co-curricular functions beyond the core, within the school day, instruction as well as access to school athletic facilities by external groups.

Academics: includes plans to address unfinished learning, continuity of learning (remote learning) in the event of extended school closure, and the delivery of educational services to special populations (e.g., special education, LEP, etc.).

Technology Services: includes promotion and support for the use of instructional technology for in-person and remote learning as well as logistics related to the distribution of devices and technology support (device repair, internet access, etc.) in the event of an extended school closure.

Transportation: includes plans to keep students safe and healthy on school buses within guidelines provided by public health experts.

Human Resources: includes policies and programs related to staff absenteeism, strategies to address personnel shortages, and high risk populations.

Health Services: includes the delivery of services by school nurses on campus during the pandemic including but not limited to the location of the health office, how to handle symptomatic students, and monitoring of on campus illness and absentee rates.

Wellness: includes physical and emotional support and programs for students and staff as well as the strategic promotion of good personal hygiene habits across the EPJ campus.

Crisis Team: includes delivery modification plans related to providing crisis support for students, staff, and the EPJ community in the event of a tragic incident or death during the pandemic.

Face Coverings / PPE: includes recommended or required PPE for students and staff to be worn during regular school operations.

At-Risk or Vulnerable Populations: includes strategies to protect students and staff in higher risk categories.

Tiered Model: Many of the elements in the plan below have tiered levels of response from the school district. The intended definition of each tier has been provided below; however, the application may vary depending upon guidance from public health officials or the governor (issued directed health measures). Depending upon public health guidance and other local context, the application of the tiers may be applied more rigorously than the degree of spread indicated in the chart. For example, public health recommendations may compel the use of tier II or III strategies even when no area spread exists. Likewise, the school district may choose to apply tier II actions in one Component area when the conditions and public health recommendations will only result in the use of tier I practices. In this way, the real intent behind the tiered model below is to proactively outline the progressively rigorous actions the district may take as circumstances change throughout the pandemic.

Tier I	No to Low Risk/Spread	Goal: 100% Students
Tier II	Moderate Risk/Spread	Goal: 100% Students
Tier III	High Risk/Spread	Goal: 100% Students/Potential Hybrid
Tier IV	Severe Risk/Spread	Anticipate Remote Learning

Component: Screening

	District
Standard Screening Practices	<ul style="list-style-type: none"> • Staff and parents self-screen at home. A checklist will be designed and mailed home and given to staff which includes the following common symptoms of COVID-19: fever of 100.4 Fahrenheit or greater; cough; shortness of breath or difficulty breathing; chills (or repeated shaking with chills); unusual muscle pain; headache; sore throat; diarrhea, nausea, vomiting; loss of taste or smell; exposure to someone who has been tested for COVID-19. • Signage will be at school entrances which includes the common symptoms of COVID-19 and appropriate steps to take when these symptoms are present. • Any student who reports to staff any of the following symptoms will be referred to the designated nursing station and they will have their temperature taken and be further assessed as deemed appropriate by the school nurse and/or health aide. • Professional development will be provided to all staff regarding the recognition of COVID-19 symptoms. Staff will be provided signage and symptom checklists to have in each of their classrooms as well as other signage to promote the prevention of COVID-19 spread. Students exhibiting these symptoms will discretely be referred to the designated nursing station and they will have their temperature taken and further assessed as deemed appropriate by the school nurse and/or health aide.

School Exclusion:

Students and employees will be excluded from school if they test positive for COVID-19 and may also be excluded if they exhibit symptoms that may indicate COVID-19 based on CDC Guidance that is not otherwise explained.

Return to School After Exclusion:

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC and Department of Health. **Students may also return if they are approved to do so in writing by the student's health care provider.**

Untested:

~~Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return, wearing a mask for 5 days upon return, if the following three conditions are met:~~

- ~~• They have not had a fever of greater than 100.4 degrees Fahrenheit for at least 24 hours (that is two full days of no fever without the use of medicine that reduces fevers); and~~
- ~~• Other symptoms have improved (for example, when your cough or shortness of breath have improved); and~~

~~At least 5 calendar days have passed since your symptoms first appeared.~~

- ~~• Students may also return if they are approved to do so in writing by the student's health care provider.~~

Testing Positive, regardless of vaccination status:

- Stay home for 5 days. (Day 0 is the day symptoms began)
- If you are asymptomatic or your symptoms are resolving you can return to school after 5 days of in home quarantine
- Continue to wear a mask in school and around others for 5 additional days.

If you have a fever, continue to stay home until you are fever-free for 24 hours.

The days are assuming the individual has not been in daily contact with the positive case.

Tested Negative- COVID-19:

Persons who have been excluded due to COVID-19 symptoms and have tested negative may return once they are fever-free for at least 24 hours without medication.

In-home close contacts, unvaccinated, regardless of vaccination status:

- ~~• Stay home for 5 days.~~
- If you remain asymptomatic you can return to school after 5 days with a mask remain in school. If symptoms arise you need to be tested. Masking for 10 days after the last day of contact with a positive individual is recommended but not required.
- ~~• Continue to wear a mask around others for 5 additional days.~~

Testing on day 6 is recommended.

The days are assuming the individual has not been in daily contact with the positive case.

~~In-home close contacts, vaccinated:~~

- ~~• May return to school if they remain asymptomatic and are fully masked while in school. Students will be required to wear a mask for 10 calendar days from the last date of contact with a positive individual.~~

~~*Testing on day 6 is recommended. If negative, the student can remain in school unmasked.*~~

~~*The days are assuming the individual has not been in daily contact with the positive case.*~~

Medical Inquiries:

- If a parent tells the district/school that a student is ill, the district/school will ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.

Note: Even without symptoms, if a student has recently had contact with a person with a suspected or confirmed case of COVID-19 or has someone in their home

being tested for COVID-19 the district/school may exclude the student from the school building and recommend that they self-quarantine for 5 calendar days (returning if they have a negative test 5 days after contact) or 10 calendar days if they do not receive a test. The days are assuming the individual has not been in daily contact with the positive case.

Component: School Operations

	Elementary	Middle	High
<p>Tier I</p> <p>All Students</p>	<ul style="list-style-type: none"> • Students enter Main Entrance as usual. • Students move through hallways as usual. • Frequent hand washing and sanitizing. Wash hands with warm water and soap for at least 20 seconds. • Face coverings/masks may be worn if an individual student or staff member chooses to do so (e.g., individuals choosing to wear a mask/facial covering should do so correctly as outlined by CDC guidelines). • Standard attendance policies unless a plan is developed for specific students • To the extent possible, space seating/desks to maximize space. <ul style="list-style-type: none"> • To the extent possible, turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables. <ul style="list-style-type: none"> • Minimize use of shared equipment and school supplies, sanitize between use • Touchpoints cleaned throughout the day by building maintenance • Parents/Guardians are expected not to congregate at entrance or 	<ul style="list-style-type: none"> • Students enter Main Entrance as usual. • Students exit school using the typically allowed exit routes. • Regular passing periods. • Frequent hand washing and sanitizing. Wash hands with warm water and soap for at least 20 seconds. . • Face coverings/masks may be worn if an individual student or staff member chooses to do so (e.g., individuals choosing to wear a mask/facial covering should do so correctly as outlined by CDC guidelines). • Standard attendance policies unless a plan is developed for specific students. • To the extent possible, space seating/desks to maximize space. <ul style="list-style-type: none"> • To the extent possible, turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables. • Minimize use of shared equipment and supplies and/or cleaning/sanitizing between use. • Parents arriving to pick up students will wait for students to exit the building. 	<ul style="list-style-type: none"> • Students enter Main Entrance as usual. • Students exit school using the typically allowed exit routes.. • Regular passing periods. • Frequent hand washing and sanitizing. Wash hands with warm water and soap for at least 20 seconds. <ul style="list-style-type: none"> • Face coverings/masks may be worn if an individual student or staff member chooses to do so (e.g., individuals choosing to wear a mask/facial covering should do so correctly as outlined by CDC guidelines). • Standard attendance policies unless a plan is developed for specific students. • To the extent possible, space seating/desks to maximize space. • To the extent possible, turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables. <ul style="list-style-type: none"> • Minimize use of shared equipment and supplies and/or cleaning/sanitizing between use. • Parents arriving to pick up students will wait for students to exit the building.

	<p>exit area while waiting for students, they are encouraged to stay in their vehicle during pick-up and drop-off times</p>		
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Tier II

All Students

- Restrooms in classrooms are used if available or scheduled restroom breaks.
- Handwashing or Hand Sanitizing is expected at entering or exiting a classroom or building throughout the day.
- Frequent hand washing and sanitizing. Wash hands with warm water and soap for at least 20 seconds.
- Face coverings/masks may be worn if an individual student or staff member chooses to do so (e.g., individuals choosing to wear a mask/facial covering should do so correctly as outlined by CDC guidelines).
- Parent/guardian meetings facilitated using Video conferencing. **This excludes scenarios such as, discipline related occurrences and student meetings/conferences, IEP's, and any other meetings mandated by law.
- Parents/Guardians are expected not to congregate at the entrance or exit area while waiting for students, they are encouraged to stay in their vehicle during pick-up and drop-off times
- Standard attendance policies unless a plan is developed for specific students.
- To the extent possible, space seating/desks to maximize space. ● To

- the extent possible, turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables.
- Individualized school equipment and school supplies, sanitized between use.
- Frequent handwashing and sanitizing. Wash hands with warm water and soap for at least 20 seconds.
- Face coverings/masks may be worn if an individual student or staff member chooses to do so (e.g., individuals choosing to wear a mask/facial covering should do so correctly as outlined by CDC guidelines).
- Parent/guardian meetings facilitated using Video conferencing. **This excludes scenarios such as discipline-related occurrences and student meetings/conferences, IEP's, and any other meetings mandated by law.
- Parents arriving to pick up students will wait for students to exit the building.
- Standard attendance policies unless a plan is developed for specific students.
- To the extent possible, space seating/desks to maximize space.
- To the extent possible, turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables.
- Minimize use of shared equipment and supplies and/or cleaning/sanitizing between use. ● Touchpoints were cleaned throughout

- the day by building maintenance and cleaning staff. ● Limited visitors or volunteers in the building.
- Frequent handwashing and sanitizing. Wash hands with warm water and soap for at least 20 seconds.
- Face coverings/masks may be worn if an individual student or staff member chooses to do so (e.g., individuals choosing to wear a mask/facial covering should do so correctly as outlined by CDC guidelines).
- Parents arriving to pick up students will wait for students to exit the building.
- Parent/guardian meetings facilitated using Video conferencing. **This excludes scenarios such as discipline-related occurrences and student meetings/conferences, IEP's, and any other meetings mandated by law.
- Standard attendance policies unless a plan is developed for specific students.
- To the extent possible, space seating/desks to maximize space.
- To the extent possible, turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables.
- Individualized school equipment and school supplies, sanitized between use. (devices, PE equipment, art supplies, etc.)
- Touchpoints cleaned throughout the day by building maintenance and cleaning staff.
- Limited visitors or volunteers in the building.

	<ul style="list-style-type: none">● Touchpoints cleaned throughout the day by building maintenance and cleaning staff.● Limited visitors or volunteers in the building.		
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<p>Tier III</p> <p>All Students (K-8)</p> <p>Alternate Schedule or Alternate Learning Environment (9-12)</p>	<ul style="list-style-type: none"> ● Separate entrances for grade levels. All teachers on duty. Students are allowed back to classrooms at 8:00 AM. <ul style="list-style-type: none"> ● Potential for no student movement, teachers rotate between classes. ● Classrooms assigned transitions in the hallway to ensure physical distancing occurs ● Scheduled bathroom breaks by grade level/classroom. ● Frequent hand washing and sanitizing. Wash hands with warm water and soap for at least 20 seconds. ● Teachers wash/sanitize classroom tables during school day. ● Staggered exit at the end of the day via grade level doors. ● Parent/guardian meetings facilitated using video conferencing. ● Parents/Guardians are expected not to congregate at the entrance or exit area while waiting for students, they are encouraged to stay in their vehicle during pick-up and drop-off times. ● No assemblies/field trips. ● Standard attendance policies unless a plan is developed for specific students. <ul style="list-style-type: none"> ● Individualized school equipment and school supplies, sanitized between use. ● No water fountain usage. Bottled filling stations are still allowed. ● In classrooms, students are all seated and facing the same way. ● Staff workrooms are not to be used for gatherings or meals. 	<ul style="list-style-type: none"> ● Assigned areas for students that arrive to school early to ensure physical distance and may enter the classroom as early as 7:50 AM. ● Students exit school using the closest exit immediately after school/upon completion of responsibilities. ● One-way directional movement in halls during passing periods and before /after school. <ul style="list-style-type: none"> ● Potential virtual/modified schedule. ● Possibly static classrooms with teachers moving from class to class or static grouping ● Students will not utilize lockers. ● Frequent hand washing and sanitizing. Wash hands with warm water and soap for at least 20 seconds. ● Parent/guardian meetings facilitated using Video conferencing. ● Parents arriving to pick up students will wait in vehicle for students to exit the building. <ul style="list-style-type: none"> ● Large student meetings will be conducted electronically. ● No assemblies or field trips. ● Standard attendance policies unless a plan is developed for specific students. ● Minimize use of shared equipment and supplies and/or cleaning/sanitizing between use. ● No water fountain use. Bottle fillers are still allowed. ● Staff workrooms are not to be used for gatherings or meals. ● Touchpoints cleaned throughout 	<ul style="list-style-type: none"> ● Assigned areas for students that arrive to school early to ensure physical distance and may enter the classroom as early as 7:50 AM. ● Frequent hand washing and sanitizing. Wash hands with warm water and soap for at least 20 seconds. ● Grades 9-12 may go into a remote learning or alternate schedule at this time due to not being able to incorporate static classrooms or static schedules for students. ● Some classes or groups of students may be able to have static days; such as Life Skills and may be able to continue in person classes full time. ● Virtual hours or small group work times may be set up to meet certain student needs. <ul style="list-style-type: none"> ● Staff will work in school buildings, while students may be working remotely. <ul style="list-style-type: none"> ● Friday (or one designated day of the week) one on one scheduled appointments between students and teachers. ● Large student meetings will be conducted electronically. ● No assemblies or field trips. <ul style="list-style-type: none"> ● Standard attendance policies unless a plan is developed for specific students. ● Minimize use of shared equipment and supplies and/or cleaning/sanitizing between use. ● Reduced locker usage. ● No water fountain use. Bottle fillers are still allowed. ● Staff workrooms are not to be used for gatherings or meals. <ul style="list-style-type: none"> ● Touchpoints cleaned throughout the day by building maintenance and cleaning staff. ● Families are restricted from visiting the school to only activities required by policy or law
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	<ul style="list-style-type: none"> • Touchpoints cleaned throughout the day by building maintenance and cleaning staff. • Families are restricted from visiting the school to only activities required by policy or law. • For all students, all cases (i.e. a student has an appointment, is ill, or needs to leave early) parents will call when they arrive at the building and the student will be released. • No visitors or volunteers in the building. 	<p>the day by building maintenance and cleaning staff.</p> <ul style="list-style-type: none"> • Families are restricted from visiting the school to only activities required by policy or law • For all students, in all cases (i.e. a student has an appointment, is ill, or needs to leave early) parents will call when they arrive at the building and the student will be released. • No visitors or volunteers to the building. 	<ul style="list-style-type: none"> • For all students, all cases (i.e. a student has an appointment, is ill, or needs to leave early) parents will call when they arrive at the building and the student will be released. • No visitors or volunteers in the building.
Tier IV	<ul style="list-style-type: none"> • Remote Learning in place and building / facilities open only to essential staff 		

Component: Food Service/Security

	Elementary	Middle	High
Tier I All Students	<ul style="list-style-type: none"> • Every table wipe down between lunches • Regular Lunch Schedule 	<ul style="list-style-type: none"> • Every table wipe down between lunches • Regular Lunch Schedule 	<ul style="list-style-type: none"> • Every table wipe down between lunches • Regular Lunch Schedule
Tier II	<p>All of Tier I and...</p> <ul style="list-style-type: none"> • Smaller numbers in lunchroom • Modified service • Physical distance <ul style="list-style-type: none"> ○ Spreading Tables Out ○ Seating Charts 	<p>All of Tier I and...</p> <ul style="list-style-type: none"> • Use of commons area and cafeteria. • Modified service • Physical distance <ul style="list-style-type: none"> ○ Spreading Tables Out 	<p>All of Tier I and...</p> <ul style="list-style-type: none"> • Use of commons area and cafeteria • Modified service • Physical distance <ul style="list-style-type: none"> ○ Spreading Tables Out

<p>Tier III</p> <p>(In classroom eating or lunch with more shifts and greater physical distancing options (i.e., more spaces used such as gyms and cafeterias where available))</p>	<p>All of Tier I & II and...</p> <ul style="list-style-type: none"> ● Class by class to lunchroom separately or use of gym, cafeteria, commons and classrooms to spread lunch seating 6+ feet. ● Additional tray return stations ● To Go Options for Hybrid model set up, utilize support staff <ul style="list-style-type: none"> ○ Transportation deliver to families that receive F/R lunch if needed 	<p>All of Tier I & II and...</p> <ul style="list-style-type: none"> ● Class by class to lunchroom separately or use of gym, commons area, classrooms, and cafeteria to spread lunch seating 6+ feet. ● Additional tray return stations. <ul style="list-style-type: none"> ● To Go Options for Hybrid model set up, utilize support staff <ul style="list-style-type: none"> ○ Transportation deliver to families that receive F/R lunch if needed 	<p>All of Tier I & II and...</p> <ul style="list-style-type: none"> ● Class by class to lunchroom separately or use of gym, commons area, classrooms, and cafeteria to spread lunch seating 6+ feet. ● Additional tray return stations. <ul style="list-style-type: none"> ● To Go Options for Hybrid model set up, utilize support staff <ul style="list-style-type: none"> ○ Transportation deliver to families that receive F/R lunch if needed
<p>Tier IV</p>	<ul style="list-style-type: none"> ● ToGo Meal Programs set up at EPJ Elementary and EPJ Middle School for all students/families to utilize <ul style="list-style-type: none"> ○ Support Staff sign up to work shifts ○ Meals provided for free to Free and Reduced Lunch students for both breakfast and lunch ○ Meals provided at a cost for non-Free and Reduced Lunch students for both breakfast and lunch ○ Program open Monday - Friday (11:00 AM - 1:00 PM) ○ Transportation deliver meals for those that received F/R benefits as needed 		

Component: Cleaning/Facility Modifications

	District
<p>Tier I</p>	<ul style="list-style-type: none"> ● Base Pandemic Cleaning Plan ● Periodic use of deep cleaning procedures ● Proactive purchase of cleaning supplies
<p>Tier II & III</p>	<ul style="list-style-type: none"> ● Base Pandemic Cleaning Plan ● Proactive purchase of cleaning supplies ● Increased use of deep cleaning procedures ● Additional cleaning staff provided during school hours
<p>Positive COVID Case</p>	<ul style="list-style-type: none"> ● Deep cleaning of the appropriate room(s)/building(s) with Cleaning Guidelines prior to occupancy.

Component: Extracurricular Activities

	Athletics	Activities	External Facility Use
Tier I	<ul style="list-style-type: none"> ● Resume Competition Season with best practice Sanitary/Safety Protocols in Place ● All personnel allowed to participate (hired and volunteer) ● LiveStreaming option available. ● EPJ Waiver to Participate Form on file with the Administrative Office. <ul style="list-style-type: none"> ● Current physical on file in the Administrative Office ● Attendance taken at all practices. ● Locker room facilities will be available for all participants ● No Travel Bans, unless provided guidance from the health department ● Daily Sanitization of equipment and facilities 	<ul style="list-style-type: none"> ● Activities in Fall with Sanitary/Safety Protocols <ul style="list-style-type: none"> ● EPJ Waiver to Participate Form on file with the Administrative Office. ● Tier I Personnel (all) ● Attendance taken at all practices. ● No Travel Bans, unless provided guidance from the health department ● Daily sanitization of equipment. <ul style="list-style-type: none"> ● Locker rooms and dressing rooms available for all participants 	<ul style="list-style-type: none"> ● Rental of Facility is available to groups & will be approved at the discretion of the building administration. <ul style="list-style-type: none"> ○ Outdoor Requests ○ Indoor Requests ○ Youth Agreements ● Liability waiver for groups using the facility. ● No locker rooms will be made available to youth sports groups ● List of expectations for groups using the facilities which will include, but not be limited to: <ul style="list-style-type: none"> ○ Cleaning equipment and facilities ○ Limit access and use of other parts of facilities

<p>Tier II</p>	<ul style="list-style-type: none"> ● Tier I Measures remain active ● Schedules may be altered to lessen travel and exposure. Considerations may include: <ul style="list-style-type: none"> ○ Proximity of school & number of schools at events. ○ Levels of play: varsity, JV, 9th, Middle School ● LiveStreaming option available and encouraged for viewers. <ul style="list-style-type: none"> ● Determine Tier II Personnel (Essential & Media & Non-essential) 	<ul style="list-style-type: none"> ● Tier I Measures remain active ● Live streaming options when available due to copyright law ● Requirement of masks for all participants in an extracurricular event. ● Virtual options if adequate and equitable for activities <ul style="list-style-type: none"> ● Locker rooms and dressing rooms available on a limited basis 	<ul style="list-style-type: none"> ● Tier I Measures remain active ● Liability waiver for groups using the facility. ● No locker rooms will be made available to youth sports groups ● List of expectations for groups using the facilities which will include, but not be limited to: <ul style="list-style-type: none"> ○ Cleaning equipment and facilities ○ Limit access and use of other parts of facilities
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<p>Tier III</p>	<ul style="list-style-type: none"> ● State, Local, and SDHSAA Guidelines will be followed ● Tier I & Tier II Measures Activated ● Suspension of Athletic Programming specific to individual programs. <ul style="list-style-type: none"> ○ Varsity only. ○ SDHSAA approved events. ● Travel restrictions <ul style="list-style-type: none"> ○ Masks required to be worn during travel to events. ○ Essential contests only. ○ Practice restrictions enforced (number & frequency). ○ Refer to Phases of Return to Activity Protocol ● Extended / Overnight travel is suspended ● Livestream and film events when possible ● NO FANS ALLOWED AT CONTESTS ● Locker rooms will not be available 	<ul style="list-style-type: none"> ● State, Local, and SDHSAA Guidelines will be followed ● Tier I & Tier II Measures Activated ● Film/Live Stream when copyright law allows ● NO AUDIENCE ALLOWED FOR PERFORMANCES <ul style="list-style-type: none"> ● Relocate / reschedule events to later in the school year if possible. ● Travel restrictions <ul style="list-style-type: none"> ○ Masks required to be worn during travel to events. ○ Essential performances only. ○ Practice restrictions enforced (number and frequency). ● Locker rooms and dressing rooms will not be available 	<ul style="list-style-type: none"> ● Tier I & Tier II Measures Activated ● Facility use by outside groups is prohibited. ● Facility use limited to EPJ Public Schools programs only.
<p>Tier IV</p>	<ul style="list-style-type: none"> ● No Facility Usage. ● No Travel at this time. ● May utilize Virtual opportunities for practice. 	<ul style="list-style-type: none"> ● No Facility Usage. ● No Travel at this time. ● May utilize Virtual opportunities for practice or performances. 	<p>No Facility Usage</p>

Component: Academics

	Elementary	Middle	High
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<p>Reinforcement of Previous Years Learning Standards</p>	<p>Each respective grade level compiled a list of essential grade-level priority standards that may need additional reinforcement when returning to school. These were provided to the next grade level for recovery services. Should students display a need to revisit priority standards from the closure period, the teacher will modify the classroom instruction to meet the individual needs of students.</p> <p>This list can be found here:</p> <p>Priority Standards</p>	<p>Middle School Priority Standards</p>	<p>High School Priority Standards</p>
<p>Extended School Closure School Continuity (Remote) Learning Plan</p>	<p>Elementary Continuity of Learning Plan</p>	<p>MS/HS EPJ Continuity of Learning Plan</p>	<p>MS/HS EPJ Continuity of Learning Plan</p>
<p>Short-Term (1-5 days) Closure Continuity Plan</p>	<ul style="list-style-type: none"> - Grade-level teams will provide learning opportunities through the use of distance learning. i.e. Google Classrooms to meet student needs in all core areas. 1:1 technology will be utilized. During short-term closure, the same expectations and rigor will be expected as in the extended closure plan. Should there be closure and technology is not able to be disbursed prior, there will be a one day break in instruction to deliver needed learning materials to families. - Staff will monitor student progress and address any learning loss that may be shown through district assessments. 	<ul style="list-style-type: none"> - Students will receive instruction from all courses they are enrolled in according to their typical daily schedule, through a distance learning model - Staff will monitor student progress and address any learning loss that may be shown through district assessments. 	<ul style="list-style-type: none"> - Students will receive instruction from all courses they are enrolled in according to their typical daily schedule, through a distance learning model - Staff will monitor student progress and address any learning loss that may be shown through district assessments.

District	
Special Education	<ul style="list-style-type: none"> • Students receiving special education services will continue to receive services as outlined in their Individualized Education Plan/504 regardless of tier. These services may be amended by the IEP team to fit the student's current educational needs based on service location and delivery model. All special education needs will be addressed on an individual case by case basis.
LEP	<ul style="list-style-type: none"> • Students with limited english proficiency will continue to receive services from the EL Department within the school district. Depending on the tier, services may include: <ul style="list-style-type: none"> • 1:1 support • Small Group Instruction • Push-In Services within the general education classroom (virtual or in person) • Pull-Out Services depend on any regulations regarding static classroom needs • Virtual calls • Coaching

Component: Technology

	Access: Devices & Internet	Help Desk/Support	Professional Development for Staff, Students & Families
Pre-Closure	<ul style="list-style-type: none"> • JK-12 1-1 program in place. • JK-5 will remain in carts in the classrooms and not be taken home. Device use and cleaning procedures in place by JK-5 principals. • 6-12 1-1 devices will go home as normal with cleaning supplies available in the offices. • JK-5 device checkout will be in place for quick deployment to students when extended closure starts. 	<ul style="list-style-type: none"> • Support will be in place on-site as normal via the tech office and email. (Extra safety measures in place.) • Tech Office tickets will need to be submitted from the student's email account. Email should be addressed to myles.t.larsen@k12.sd.us. 	<p>Extra support in place for staff:</p> <ul style="list-style-type: none"> • Department of Ed & State of SD K-12 Data Center Training Opportunities. • Week long in-service break out sessions before school starts.

<p>Extended Closure</p>	<ul style="list-style-type: none"> • 6-12 1:1 program will be in place to support extended closure. JK-5 families will be able to take the 1-1 devices home. 	<ul style="list-style-type: none"> • Support will be in place on-site, (Extra safety measures in place), and via the helpdesk and email to parents and students to support remote learning. • Helpdesk tickets will need to be submitted from the student's email account. Email should be addressed to myles.t.larsen@k12.sd.us. 	<ul style="list-style-type: none"> • Tech development will be provided as needed via remote needs. • <u>Parent's Guide and Tech Help</u> (For remote learning situations)
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Component: Transportation (School Vehicles, not busing)

	<p>District</p>
<p>Tier I</p>	<ul style="list-style-type: none"> • All vehicles will be sanitized at the end of each day. <ul style="list-style-type: none"> ○ If applicable, sponsors will help sanitize vehicles after each use. • Students and parents will be encouraged to self-screen for cold or flu-like symptoms prior to coming to the vehicle. • Students will be assigned seats with an emphasis on having family members sit together to reduce contact with others • Hand sanitizer and disinfectant wipes are available in each school vehicle. • If applicable, on extracurricular trips, students should space out and sit one per seat.
<p>Tier II</p>	<ul style="list-style-type: none"> • All vehicles will be sanitized between each use.- <ul style="list-style-type: none"> ○ If applicable, sponsors will help sanitize vehicles after each use. • Students and parents will be encouraged to self-screen for cold or flu-like symptoms prior to coming to the vehicle. • Hand sanitizer and disinfectant wipes are available in each school vehicle. • Maintain open windows to promote airflow on the vehicle when feasible (e.g., weather elements). • If applicable, on extracurricular trips, students should space out and sit one per seat. • Students will be assigned seats with an emphasis on having family members sit together to reduce contact with others
<p>Tier III</p>	<ul style="list-style-type: none"> • All vehicles will be sanitized between each use. <ul style="list-style-type: none"> ○ If applicable, sponsors will help sanitize vehicles after each use. • Students and parents will be encouraged to self-screen for cold or flu-like symptoms prior to coming to the vehicle. • Staff and students will apply hand sanitizer upon entering the vehicle when it is safe to do so as it relates to traffic. • Maintain open windows to promote airflow on the vehicle when feasible (e.g., weather elements). • If applicable, on extracurricular trips, students should space out and sit one per seat. • All students and drivers wear face coverings. • Students will be assigned seats with an emphasis on having family members sit together to reduce contact with others

Component: Human Resources

	District
Proactive Human Resources Steps	<ul style="list-style-type: none"> ● Substitute Training (COVID-19 Related Procedures)
Employee Protection Policies, Laws, and Processes	<ul style="list-style-type: none"> ● Americans with Disability Act (ADA): If an employee has a medical condition, the following steps should be followed: <ul style="list-style-type: none"> ○ Hold an interactive process meeting with the employee (and complete the interactive process meeting form); ○ Determine if the employee has a “disability” under the ADA; then ○ Determine whether a reasonable accommodation can be provided to the employee ● Family Medical Leave Act (FMLA): If an employee or member of an employee’s family has a medical condition, or an employee who needs leave to care for an immediate family member who has a medical condition, the following steps should be followed: <ul style="list-style-type: none"> ○ Determine if the employee is FMLA-eligible (Generally, worked at least 1,250 hours over the past 12 months); ○ Determine if employee has any remaining FMLA leave; ○ Request employee to complete FMLA application; ○ Determine if employee’s request qualifies as FMLA-eligible leave; then ○ Follow-up with other FMLA forms, as deemed appropriate.

Component: Wellness (Physical and Emotional Supports)

Staff Wellness Supports:

- Staff Survey to figure out what supports are needed ● [WSCC](#)
- [Calming Room website](#)
- Staff physical and Emotional Supports:
 - Expectations for learning/rigor/making up lost time and balancing physical-emotional well being of staff and students
- Tier 2
 - [Stress and Anxiety Screener](#)
 - Providing specific resources to those in need
- Tier 3
 - Refer to the Counseling Department

Student Physical and Emotional Supports:

- Preparing kids for a return to school- collective trauma from the Spring and planning for support physically and re: anxiety. ● [CDC guidance](#) for talking with children about the coronavirus. ● [Calming Room](#)
- Tier 1 Minimal Risk
- CDC Guidance [Talking with children about Coronavirus Disease 2019](#)
 - [Healthier Generation](#)
 - National [SHAPE](#)
- Tier 2
- [COVID-19 Screener](#): Available for students if showing signs of PTSD

● Other:

- [10% happier meditation](#)
- [CBT-i Coach](#) (Cognitive Behavioral Therapy for Insomnia)
- [COVID Coach](#) (Education about coping during the pandemic, mood trackers, and lots of great stress management techniques and exercises)
- [Headspace](#)
- [Insight Timer](#) (Free with thousands of guided meditations)
- [Mindfulness Coach](#)
- [PTSD Coach](#) (Not just for PTSD. This app has numerous relaxation exercises in the Manage Symptoms – Tools section)

Mindfulness and anxiety reducing websites:

- [3 minute body scan](#) (UC Berkeley Greater Good Science Center)
- [5 minute body scan](#) (The Sleepy Aardvark)
- [Three 2 to 3 minute lessons on deep breathing](#) (Harvard Vanguard Medical Associates)

Personal Hygiene Promotional Efforts:

Signs for buildings:

- CDC guidance for personal protections to stop the spread of the virus.
- Education for staff
- Provide self screening information for families and staff.
- Promotional posters for Hand hygiene, stop the spread of germs, symptoms of Coronavirus, and where to post them
- Increased hand sanitizer stations throughout the buildings

Component: Health Office Services

	District
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<p style="text-align: center;">Tier I, II & III</p> <p style="text-align: center;">Health services will remain the same through all Tier levels</p>	<p><u>Clinical Space COVID-19 Symptomatic:</u></p> <ul style="list-style-type: none"> • The Nurses Office will have a separate space for students and staff displaying symptoms of COVID-19 where they can be evaluated or wait for pick up to return home. • If students or staff are being evaluated for symptoms of COVID-19 they may be required to wear a face mask as directed by the school nurse whether masks are required or optional at that time or not. • Strict physical distancing will be required and school nurse will wear appropriate PPE • A record will be kept of all persons who enter the isolation room and will be disinfected several times throughout the day. <p><u>Clinical Space Non-COVID-19 Related:</u></p> <ul style="list-style-type: none"> • Students who do not display symptoms of COVID-19 can be seen and treated after screening by the school nurse. • Strict physical distancing will be required and health office staff will wear face coverings. • The nurses office will be disinfected throughout the day and staff and students will be asked to perform hand hygiene with resources available. <p><u>Other Roles of Health Office Staff:</u></p> <ul style="list-style-type: none"> • Continue to promote Good Hygiene Practices (handwashing, covering coughs and sneezes, staying home when ill, physical distancing, staying home when ill) with students and staff. • Assist with screening absentee calls from parents and follow-up on reports of Covid-19 symptoms in students. • Document every student's office visit. • If a family has a positive COVID test the school district will work with those families. • Work with the School Administration and SD DOH on any positive COVID cases. • District will provide information outlining COVID like symptoms and the expectations for at home screening. <p><u>Vaccination Efforts for Eligible Members of School Community:</u></p> <ul style="list-style-type: none"> • During the 2020-2021 School Year, Lewis Drug, Horizon Health, and Avera Health offered vaccines to all eligible community members. Lewis Drug and Horizon Health continue to be options for eligible community members to get vaccinated.
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Component: Crisis Team Services (Delivery Modifications)

	Positive COVID-19 Test	Student or Staff Death
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Campus Open	<ul style="list-style-type: none"> ● Will work with the South Dakota Health Department & South Dakota Department of Education. 	<ul style="list-style-type: none"> ● Crisis Team will meet and follow district protocol
Campus Closed	<ul style="list-style-type: none"> ● Will work with the South Dakota Health Department & South Dakota Department of Education. 	<ul style="list-style-type: none"> ● Crisis Team will meet and follow district protocol ● Set up opportunities for students and staff to meet with the counseling department.

Component: Face Coverings / PPE

	District
Tier I	<ul style="list-style-type: none"> ■ Face coverings are not required. <ul style="list-style-type: none"> ○ EPJ will provide options, such as; Cloth Face Masks, Adjustable Face Masks, Face Masks with a clear center to see lip movement, face shields.
Tier II	<ul style="list-style-type: none"> ■ Face coverings are not required. <ul style="list-style-type: none"> ○ EPJ will provide options, such as; Cloth Face Masks, Adjustable Face Masks, Face Masks with a clear center to see lip movement, face shields. ■ <u>Note</u>: Face shields (or clear face coverings) will be provided as appropriate for staff being served in specialized programs or with documented health needs and/or settings (e.g., Speech Language).
Tier III	<ul style="list-style-type: none"> ● Face coverings are required for all students and staff while in the building. ● Staff will schedule regular “mask breaks” for students throughout the day. ● Face coverings will be required for drivers and required for students on a school bus or utilizing any district transportation services. ● <u>Note</u>: Face shields (or clear face coverings) will be provided as appropriate for staff being served in specialized programs or with documented health needs and/or settings (e.g., Speech Language).

Component: At-Risk or Vulnerable Populations

	District
<p>Tier I / II / III may look similar for this population</p>	<ul style="list-style-type: none"> ● Students that must stay home due to health risks during a pandemic will be served to best meet their needs in a remote setting, this may include, but are not limited to the following: <ul style="list-style-type: none"> ○ Packets for work completion ○ Google Meet for IEP Services or Specialized Instruction ○ Focus on CORE Classes and not on Electives during this time ○ Setting up times / appointments for students to come to school to receive in-person 1:1 instruction with an emphasis on safety and physical distancing ○ May utilize a teacher outside of the teacher on their original schedule to meet needs and capabilities of virtual learning ○ Utilize Google Classrooms ○ Online Coursework ● Appropriate paperwork must be submitted and completed in order for remote learning to take due to at-risk or vulnerable populations: <ul style="list-style-type: none"> ○ A letter from a healthcare provider deeming this necessary ○ An IEP, 504 Plan, Health Plan, or Remote Learning Plan created and updated to reflect new services times and instructional minutes ● The school district will work with each student/family to determine what additional health and safety procedures may need to be put into place to ensure a safe learning environment for the student. Accommodations will be considered and implemented as appropriate and reasonable as determined by the educational team.



BEFORE SCHOOL!



Parents must complete a daily health check by answering these questions before sending their child to school. Please understand that these symptoms may be signs of other illnesses. This is not a diagnostic tool.

(Parents do not need to send the questionnaire to school)

COVID-19 SCREENING QUESTIONS

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

_____ YES _____ NO

Does your child have new or worsening shortness of breath?

_____ YES _____ NO

Does your child have a new or worsening cough?

_____ YES _____ NO

Does your child have a fever of 100.4 or greater?

_____ YES _____ NO

Does your child have chills?

_____ YES _____ NO

Does your child have diarrhea, nausea, or vomiting?

_____ YES _____ NO

Does your child have unexplained muscle pain?

_____ YES _____ NO

Does your child have a headache (unrelated to a known health condition i.e. migraines)?

_____ YES _____ NO

Does your child have a sore throat?

_____ YES _____ NO

Does your child have a new loss of taste or smell?

_____ YES _____ NO



If YES to ANY of the above, STOP!



Do not send your child to school. Contact your healthcare provider. Contact your school to inform them of your child's symptoms. You may also contact the SD Department of

Health with any COVID-19 questions
1-800-738-2301.



If you are able to answer NO to ALL questions, go to school.

SCHOOLS DURING THE COVID-19 PANDEMIC



The purpose of this tool is to assist administrators in making (re)opening decisions regarding K-12 schools during the COVID-19 pandemic. It is important to check with state and local health officials and other partners to determine the most appropriate actions while adjusting to meet the unique needs and circumstances of the local community.

Should you consider opening?

- ✓ Will reopening be consistent with applicable state and local orders?
- ✓ Is the school ready to protect children and employees at **higher risk** for severe illness?
- ✓ Are you able to screen students and employees upon arrival for symptoms and history of exposure?

ANY NO



Are recommended health and safety actions in place?

- ✓ Promote **healthy hygiene practices** such as **hand washing** and **employees wearing a cloth face covering**, as feasible
- ✓ Intensify **cleaning, disinfection**, and ventilation
- ✓ Encourage **social distancing** through increased spacing, small groups and limited mixing between groups, if feasible
- ✓ Train all employees on health and safety protocols

ANY NO



Is ongoing monitoring in place?

- ✓ Develop and implement procedures to check for **signs and symptoms** of students and employees daily upon arrival, as feasible
- ✓ Encourage anyone who is sick to **stay home**
- ✓ Plan for if students or employees get sick
- ✓ Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures
- ✓ Monitor student and employee absences and have flexible leave policies and practices
- ✓ Be ready to consult with the local health authorities if there are cases in the facility or an increase in cases in the local area

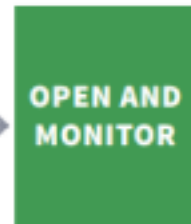
ANY NO



ALL YES

ALL YES

ALL YES



cdc.gov/coronavirus