



Base Learning Model

Narrative: Foley Public Schools has utilized a collaborative approach in order to develop and make recommendations regarding a safe opening to the school the fall of 2020. Site administrators have sought input from their respective Building Leadership Teams in order to make recommendations to an oversight committee (Steering Committee) who would provide input, guidance, and ultimately a recommendation to the Foley School Board for action regarding recommendations.

Parent input was sought through the Steering Committee as well as a series of weekly surveys regarding a host of topics and decisions that needed to be made. Concurrently, teachers were surveyed to gain a perspective of the instructional staff prior to making recommendations. Finally, Directors provided feedback from operational staff to make these recommendations. This document reflects a “ground up” approach to decision making, consensus building, and ultimately a framework for creating a safe environment based on information provided by those most closely affected by the decision.

Policy Option	Range (14 Day Case Rate per 10,000 People)
In-person learning for all	0 to less than 10
Elementary in-person; Middle/High School Hybrid	10 to less than 20
Both Hybrid	20 to less than 30
Elementary Hybrid; Middle/High School Distance	30 to less than 50
Both Distance	50 or more

Foley Public Schools 14 Day Case Rate per 10,000 People (Minnesota Department of Health)

MDH Number	07-18-2020	07-25-2020	08-01-2020	08-08-2020	08-15-2020	08-22-2020
Benton County	13.58	11.56	9.05	7.79		

- Foley Public Schools will begin the year 2020 “in-person” Grades PreK-12 as determined at the August 17, 2020 School Board meeting.
- Updated information is provided at the Foley Public School website at www.foley.k12.mn.us
Hover over “District” Click on “Superintendent’s Page.”



Steering Committee Membership

Nicole Ruhoff	Benton County Health	Tessa Schumann	High School Student
Alyssa Stewart	Community Education	Mary Bentley	FUE Co-President
Karri Thorsten	Director of Finance	Eric Bjurman	Intermediate Principal
Michelle Kuhlmann	District Nurse	Kelly Gorecki	Office Professionals
Adam Kluver	Elementary Principal	Valerie Timm	School Board
Dean Dahmen	FHS Activities Director	Sharon Kipka	School Board
Shayne Kusler	High School Principal	Emily Lachinski	School Board
Colby Johnson	High School Student	Paul Neubauer	Superintendent
		Paul Schieffert	Technology Coordinator

In Person

Definition: All students are offered in person, daily education.

Health and Safety

- 6' Social Distancing will be encouraged and classrooms will reflect social distancing as often as possible
 - Essential furniture in classrooms only.
 - Student desk distancing is preferred
- Classrooms will be cleaned and disinfected daily and between class periods as appropriate.
- Face coverings are mandated
- Commons areas will be utilized as in school distance learning pods
- The number of lunch periods will be increased or will take place in classrooms as appropriate
- Periodic "E Learning days" will occur allowing for cleaning and disinfecting of the facility
- Daily cleaning and disinfecting of buses will occur
- The number of passing times will be reduced or staggered and routed in similar directions as appropriate
- Outdoor classroom experiences will occur whenever practicable
- When students arrive to school, they will go directly to their first classroom (not to congregate in cafeterias)
- Hand sanitizer will be provided in classrooms
- Bathrooms will be cleaned more frequently during the day
- Individual classroom supplies (no classroom sets of supplies to be used)
- Visitors to the school environment on an emergency basis only.
- Per the Governor's Emergency Executive Order 20-81, as well as MSBA Policy / Foley Policy 808, face coverings are mandatory.
 - Opportunities to "unmask" are as follows
 - Outside combined with social distancing



- Lunch
- Recess
- Snack
- Other TBD

Achievement

- Assessments will take place often in order to establish student progress
- Focus on 4 Professional Learning Community Questions
 - What do we want students to be able to know and do?
 - How will we know students know and can do?
 - How will we respond to those students who don't know or can't do?
 - How will we respond to those students who do know and can do?

Support

- Students are encouraged to bring their own water bottles
- Students are encouraged to utilize a backpack
- Extra emphasis will be placed on developing social emotional learning and building positive relationships through Positive Behavior Intervention and Supports at FES and FIS.
- Students on an IEP will be in person every day
- Transportation students will fill the bus from the back to the front when entering and front to back when exiting. Additionally, students will sit as families and will wear face coverings.

Kindness

- Increased positive reinforcement for appropriate behaviors
- Promotion of Positive Behavior Interventions and Supports as a student management system at FES and FIS
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Respect

- Attendance will be taken in person or will require digital participation
- Parent Flex (parents/guardians who will require/prefer Distance Learning) will be an option
- Communication relative to positive exposure to COVID-19 will occur in the following sequence
 - Regional Support Team
 - Cabinet
 - District Leadership Team
 - School Board
 - Staff
 - Parents/Guardians
 - Students
- "Pod Scheduling" as appropriate. Pod scheduling is one group of students moving together throughout the day to minimize intermixing of students.



Hybrid

Definition: Students Grades 6-12 are offered every other day instruction; a combination of in person and distance learning. Students Grades K-5 are offered every day instruction. Students receiving special education services will be offered every day in-person instruction.

Health and Safety

- 6' Social Distancing will be **mandatory** and classrooms will reflect social distancing
 - Essential furniture in classrooms only.
 - Student desk distancing is **mandatory**
- ***Transportation will be provided alternate days for students grades PreK-12.***
- Classrooms will be cleaned and disinfected daily and between class periods as appropriate.
- Face coverings are mandated
- Commons areas will be utilized as in school distance learning pods
- The number of lunches will be increased or will take place in classrooms as appropriate
- Periodic "E Learning days" will occur allowing for cleaning and disinfecting of the facility
- Daily cleaning and disinfecting of buses will occur
- The number of passing times will be reduced or staggered and routed in similar directions as appropriate
- Outdoor classroom experiences will occur whenever practicable
- When students arrive to school, they will go directly to their first classroom (not to congregate in cafeterias)
- Hand sanitizer will be provided in classrooms
- Bathrooms will be cleaned more frequently during the day
- Individual classroom supplies (no classroom sets of supplies to be used)
- Visitors to the school environment on an emergency basis only.
- Per the Governor's Emergency Executive Order 20-81, as well as MSBA Policy / Foley Policy 808, face coverings are mandatory.
 - Opportunities to "unmask" are as follows
 - Outside combined with social distancing
 - Lunch
 - Recess
 - Snack
 - Other TBD

Achievement

- Assessments will take place often in order to establish student progress
- Student lessons will be delivered in person as well as distance learning
- Focus on 4 Professional Learning Community Questions
 - What do we want students to be able to know and do?
 - How will we know students know and can do?
 - How will we respond to those students who don't know or can't do?
 - How will we respond to those students who do know and can do?



Support

- Students are encouraged to bring their own water bottles
- Students are encouraged to utilize a backpack
- Extra emphasis will be placed on developing social emotional learning and building positive relationships
- Students on and IEP will be in person every day
- Transportation students will fill the bus from the back to the front when entering and front to back when exiting. Additionally, students will sit as families and will wear face coverings.

Kindness

- Student positive recognitions will increase in frequency
- Increased positive reinforcement for appropriate behaviors
- Promotion of Positive Behavior Interventions and Supports as a student management system at FES and FIS

Respect

- Attendance will be taken in person or will require digital participation
- Parent Flex (parents/guardians who will require/prefer Distance Learning) will be an option
- Communication relative to positive exposure to COVID-19 will occur in the following sequence
 - Regional Support Team
 - Cabinet
 - District Leadership Team
 - School Board
 - Staff
 - Parents/Guardians
 - Students
- “Pod Scheduling” as appropriate. Pod scheduling is one group of students moving together throughout the day to minimize intermixing of students.

Distance Learning

Definition: Students participate in the educational process remotely.

Achievement

- An emphasis will be placed on instruction and learning
- Rigor will be similar to “in person” education
- Daily screen time will be limited as appropriate

Support

- Students who are K-12 are issued a digital device in order to participate virtually
- Digital Learning Coordinator Matt Anderson manderson@apps.isd51.org



- Assign and support staff and students who are participating in Distance Learning
- Distance Learning Case Worker
 - Single point of contact between students and instructor of record
 - Liaison between teacher and student
- Pathway of escalation
 - Student/Guardian
 - Case Worker
 - Digital Coordinator
 - Site Administrator
- Students will work to develop self-advocacy skills
- Student learning schedules will be published and accessible to distance learning students
- Students will understand the process for accessing virtual lessons including:
 - Logging in
 - Turning on the device
 - Managing the device
 - Password
- Distance Learning students will have a Student of the Month
- [At Home Distance Learning Guidelines](#)

Kindness

- Student of the Month frequency will be increased
- Student collaboration with in-person classmates will be encouraged

Respect

- Attendance will be taken by logging in on a scheduled basis

Pre-K (Foley Elementary School)

Definition: All students are offered in person, daily education.

Health and Safety

- Pre-K and ECFE sections naturally have smaller class sizes therefore students will be able to social distance within the classroom setting
- Pre-K students will bring a pre packaged snack from home daily. No community snacks
- Pre-K and ECFE classrooms are equipped with more tables to accommodate social distance guidance. There will be 2 students per table
- Hand washing/healthy personal hygiene routines will be built within the daily schedule.
- Pre-K students, ECFE students and parents will use the bathroom within the classroom
- Visitors entering the building past the front office will be restricted. Parents/Guardians will not be able to walk students to class, eat lunch with their child(ren), volunteer in classrooms, etc.
- ECFE classes will establish their cohorts. The cohort will not change throughout the course of the class
- ECFE parents/guardians will wear face coverings while in class
- Drinking fountains will be turned off. Students will have water bottles and use the water bottle fillers.



- Returned student library books will sit untouched for at least 24 hours before being reshelfed and available for student checkout again

Achievement

- Pre-K and ECCE teachers, students, and parents will use SeeSaw, Google Meet, Kami, and ScreenCastify, as instructional tools
- Pre-K, ECCE, Parent Educator will support students and parents/guardians academically using Early Childhood Indicators of Progress (ECIPS)
- Assessments will take place to establish student progress

Support

- Pre-K, ECCE, Parent Educator will support students and parents/guardians academically and social emotionally
- Students will bring their own classroom supplies and a water bottle
- Classes will get outside as much as possible when possible
- Extra emphasis will be placed on developing social emotional learning and building positive relationships

Kindness

- FES will continue to recognize Students of the Week and Students of the Month as part of its PBIS Program.
- Increased positive reinforcement for appropriate behaviors

Respect

- We have created a behavior matrix for common areas of the building and school campus that will include face covering, hygiene, social distancing and distance learning expectations
- FES will continue to implement the Responsive Classroom approach through the use of Morning Meeting, Closing Circle, Rules and Logical Consequences, and Academic Choice

Kindergarten - Grade 3 (Foley Elementary School)

Definition: All students are offered in person, daily education.

Health and Safety

- While in person opportunities are afforded, efforts to socially distance to satellite areas will occur.
 - Room 147, Room 117, Room 121, Room 206 and Computer Labs will be used as satellite classroom areas
- Kindergarten and 1st grade students will eat lunch in the cafeteria sitting at assigned tables, with a maximum of six students per table
- 2nd and 3rd graders will eat lunch in their classrooms. They will pick up a pre-made lunch tray and then eat in their classrooms.
- In the cafeteria, students will not go through a serving line and will not bus their own trays after eating. They will be served "restaurant style" meaning they will come into the cafeteria, sit at assigned tables, and be served by kitchen staff, who will also pick up the trays after students finish eating.



- The number of students outside at recess will be reduced and a staff member will be outside throughout the day sanitizing recess equipment and high-touch areas.
- We will stagger dismissal from classrooms so that kindergarten and 1st grade exit the building first, followed by 2nd and 3rd grades to reduce hallway congestion.
- Visitors entering the building past the front office will be restricted. Parents/Guardians will not be able to walk students to class, eat lunch with their child(ren), volunteer in classrooms, etc.
- Drinking fountains will be turned off. Students will have water bottles and use the water bottle fillers.
- Returned student library books will sit untouched for at least 24 hours before being reshelfed and available for student checkout again.

Achievement

- All K-2 students will be issued an iPad and 3rd grade students will each be issued a Chromebook for in-person, hybrid, and distance learning.
- K-2 teachers, students, and parents will use SeeSaw, Google Meet, ScreenCastify, and Kami as instructional tools.
- 3rd grade teachers, students, and parents will use Google Classroom, Google Meet, ScreenCastify and Kami and instructional tools.
- Foley Elementary will implement the use of the FAST Assessment Suite for universal screening and progress monitoring of student growth for all K-3 students.

Support

- PE will have class outside when possible and appropriate.
- Music classes will be held in homeroom classrooms in order to reduce student movement.
- Students in Grades K-3 will have their core instruction provided in one classroom without typical flexible grouping.

Kindness

- FES will continue to recognize Students of the Week and Students of the Month as part of its PBIS Program

Respect

- We have created a behavior matrix for common areas of the building and school campus that will include face covering, hygiene, social distancing and distance learning expectations.
- FES will continue to implement the Responsive Classroom approach through the use of Morning Meeting, Closing Circle, Rules and Logical Consequences, and Academic Choice.

Grades 4-8 (Foley Intermediate School)

Definition: All students are offered in person, daily education.

Health and Safety

As appropriate, FIS staff will clean desks between any student transitions

- While in person opportunities are afforded, efforts to socially distance to satellite areas will occur.
 - Media Center, Locker Area, FHS Entrance, Cafeteria, Gymnasium, Former Computer Lab room 406 will be used as satellite classroom areas



- Tables will be provided in hallways as appropriate for use as a satellite area
- When practicable, physical education will take place outdoors
- When practicable, classroom instruction will happen outdoors
- Students will face the same direction in all classrooms.

Achievement

- STAR Assessments will be provided as a nationally norming data point to determine math and reading competency.
- Pre-tests and Post tests will be provided to measure progress.
- Success criteria will be embedded in learning targets to ensure student understanding of academic expectations.

Support

- Students in Grades 4-5 will have their core instruction provided in one classroom without typical flexible grouping.
- Staff in Grade 6 will rotate to student classrooms to reduce intermixing of students.
- Staff in Grades 7-8 will stagger between class transition times.

Kindness

- While we will no longer have discreet times for Student Advisory, tenets of 7 Mindsets will be taught within classrooms.

Respect

- Positive Behavior Interventions and Supports (PBIS) will become the method of communicating expectations for student behaviors.

Grades 9-12 (Foley High School)

Definition: All students are offered in person, daily education.

Health and Safety

- While in person opportunities are afforded, efforts to socially distance to satellite areas will occur.
 - Media Center, Locker Area, Main Entrance, Cafeteria, Gymnasium, Student Center, Auditorium, Former Computer Labs and outside will be used as satellite classroom areas.
 - Tables will be provided in hallways as appropriate for use as a satellite area.
 - When practicable, physical education will take place outdoors.
 - When practicable, classroom instruction will happen outdoors.
- Students will face the same direction in classrooms.
- Passing time is staggered to minimize the overall number of students passing at any given time.
- Backpacks are encouraged to limit need for use of locker and avoid congregating.
- Visitors to the building will be restricted.
- Drinking fountains are turned off and additional bottle fillers installed.
- Window screens will be available to allow for fresh air supply from outside.
- FHS will utilize a 3.5 period day to reduce the number of student contacts in a day.
- Overall student numbers will be reduced in the cafeteria (approximately 150 students at a time).



- Desks will be sanitized between each group of students.

Achievement

- All FHS students will be issued a 1:1 device (either a Windows Laptop or Chromebook).
- FHS will utilize a 3.5 period day to support students focusing on three classes at one time.
- Students will take a pre-test early in the fall to assess their current level of knowledge.
- FHS will provide an ACT option to the Class of 2021 that were unable to do so during 2019-2020 distance learning.
- Students opting for distance learning will attend class virtually during regularly scheduled class times and will be able to participate with in person classmates.
- Success criteria will be identified with daily learning targets.

Support

- Common practices for teacher and student use of Google Classroom is developed and will be shared with students
- Classroom furniture is reduced to promote social distancing.
- Students will be asked to not arrive until 7:45 a.m. and will go directly to their 1st period class.
- Students will follow directional passing (clockwise) throughout the building to encourage one-way traffic.
- Passing time is extended by 1 minute to allow for directional passing.
- Music classes will hold class in large spaces or outside to maintain opportunities to create music.

Kindness

- Breakfast will be served remotely as students enter the building and will be consumed in the classroom
- Students are encouraged to utilize a backpack as well as carry their own water bottle and personal products like hand sanitizer, facial tissue, etc.
- FHS will reorganize Student of the Month selection to expand access while still maintaining integrity of award.
- A suggested school supply list has been created for high school students.
- FHS will continue to practice a regular check-in of student academic progress and mental health.
- FHS will utilize four lunch shifts to allow students the opportunity to continue to eat in the cafeteria.

Respect

- FHS utilizes student input for planning of all three models as well as student membership to the steering committee.
- Students will be given opportunities to take a “mask break” at selected opportunities throughout the day.

Guidance for Parents/Guardians for Distance Learning

Establishing Routines

- Students wake up at a consistent time
- Students utilize daily hygiene routines
- Students eat breakfast/lunch/dinner
- Students log in to school
- Encourage physical “play time” (Physical Education)



- Foley High School students opting into distance learning will be expected to login in at the start of each class period and remain virtual participants in class until given approval by classroom teacher to sign off.

Environment

- Consistent student learning area is created
 - Have a spot where students can separate from regular household activities
 - Students have access to power source
 - Students have access to pen/pencil and paper when appropriate
 - Students have sufficient lighting
 - TV and other distractions are minimized
 - Free the space from clutter
 - Make the space personalized

Self-Advocacy

- Encourage students to become familiar with their device and how it works
- Encourage students to communicate with parent/guardian when issues arise that require communication with the
- “single point of contact.”
- Encourage students to search for their own reinforcing information (Kahn Academy, YouTube, etc.) for resources
- Allow students to fail and recover without “fixing it” for them immediately
- Allow students to “own” their learning

Transportation

Definition: All students are offered in person, daily education.

Health and Safety

- Buses will be cleaned and disinfected after each pick-up and drop off of students.
- Buses will “drop and go” at all sites to prevent large group student gatherings
- Face coverings will be required for all riders (disposable masks are available)
- When practicable, drivers will drop students when capacity is nearing and/or reached
- When practicable, double routing will take place.
- Students will load the bus from the back forward and exit from the front to the back
- Windows will be open
- Hand sanitizers will be mounted on the interior of the bus

Achievement

Support

Kindness

Respect



Nutrition Services

Definition: All students are offered in person, daily education.

Health and Safety

- Additional lunch periods are created to reduce the number of students attending any one particular lunch.
- The number of students sitting at a table will be reduced.
- Grab n Go breakfast/lunch will be provided as possible
- Self-serve salad bar is eliminated.
- Self-serve is eliminated.
- Students will notify staff of their lunch number and the staff member will punch in the number.

Achievement

Support

Kindness

Respect

Facilities

Definition: All students are offered in person, daily education.

Health and Safety

- Air circulation systems will bring outside air in and out with greater frequency.
- Bathrooms will be cleaned and disinfected every three hours
- High touch areas will be cleaned during the course of the school day
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Achievement

Support

Kindness

Respect