

SAFE RETURN TO IN-PERSON INSTRUCTION AND CONTINUITY OF SERVICES FOR GLENVILLE-EMMONS PUBLIC SCHOOL

It is our intention to maintain the health and safety of students, educators and other staff members that are part of Glenville-Emmons Public School. This will be done by following the safety recommendations established by the CDC.

1. **Universal and correct wearing of masks:** All staff have been trained in the proper wearing of masks and face shields. Staff are required to wear both a mask and a face shield when in close contact with students. If staff members are able to maintain a 6-foot distance from students, they are only required to wear a mask or a shield, not both. All staff are instructed to remind students how to correctly wear a mask. Staff are instructed to remind students in classrooms and hallways. Students are required to wear masks in classrooms and hallways. They are allowed to remove masks during lunch and classes such as Physical Education.
2. **Modifying facilities to allow for physical distancing:** Every classroom has moved desks/tables apart to create as much physical distance between students as possible. Most classrooms are able to meet the 6-feet of social distancing. Passing times have also been extended at the secondary level to allow staggered release times helping ensure less contact between students in the hallways. In the elementary, teachers created a schedule so movement between classrooms and to specialists is such that contact between non-cohort groups is minimal. During lunch time dividers between students have been purchased. This allows students to sit across from each other while not wearing masks to limit the amount of possible Covid-19 spread. We have also reduced the number of students that sit at each table and spread the individual tables out to create as much social distancing as possible. The purchase of additional cafeteria tables has also occurred to provide additional social distancing.
3. **Handwashing:** Handwashing is reinforced on a daily basis by teachers in the classrooms and posters in the hallways.
4. **Cleaning and maintaining healthy facilities, including improving ventilation:** With the increased passing times in the secondary, staff are required to wipe down all high touch surfaces (desks, tables, countertops, door knobs, light switches) between each class with an approved cleaner. In the elementary building teachers are required to do a similar cleaning when students leave the classrooms with an approved cleaner. At the end of each day the custodial staff thoroughly cleans every classroom by wiping down high touch surfaces. Drinking fountains have been disabled to avoid the spread of the Covid-19 virus with only bottle fillers functioning. For improved ventilation, all air handlers are programmed to turn on earlier in the day and continue running for the entire day. This provides a more complete air circulation process.
5. **Contact Tracing:** When we are notified of a positive test or positive exposure, members of the Incident Command Team (ICT) immediately begin the contact tracing process. Each teacher has been required to provide an up-to-date seating chart for every class. The positive case student's schedule is printed out and the ICT goes to each classroom to measure the distance between students. This provides us the necessary information to determine any and all close contacts. Once close contacts have been determined, these students are brought to the main office and isolated from other students. Parents of these close contacts are contacted and required to immediately come to pick up their children. We have also developed a form outlining the 3 possible return dates (7-day, 10-day and 14-day quarantine) and the requirements associated with each return date. A completed copy of the form is sent home with all close contact students so parents know what is needed for their child to safely return to school. All close contact forms and calls are logged into a Covid-19 binder kept by a member of the ICT.
6. **Diagnostic and screening testing:** At the beginning of the school year, information is sent to all families outlining the symptoms/signs of illness. Parents are instructed to keep their children home if they are showing any of these signs. Based on the latest up-to-date Decision Tree, school staff are instructed to contact the office if they notice any of their students are showing signs of illness. If it is determined that a student shows these signs, parents are immediately called and instructed to pick-up their children. All students, as they enter the school or get onto a bus, are temped. Parents have been instructed if their child's temperature is 100.4 degrees or higher they will be

required to go home. Staff and students are also provided the opportunity to take a free-of-charge Covid-19 saliva test every 2 weeks.

7. **Efforts to provide vaccinations to school communities:** As soon as vaccinations became available to staff members, a prioritizing list was created to make sure any high risk staff members were vaccinated first. As more opportunities for adult vaccinations became available we worked through our staff until everyone who wanted a vaccination was given the opportunity. When vaccinations for students became available, a survey was sent out to all families asking if a vaccination sight was set-up in the school, would they be interested in having their child vaccinated at school. Also, any and all information provided by MDH and/or the CDC was sent to all families regarding the benefits of vaccinations.
8. **Appropriate accommodations for children with disabilities:** Any and all accommodations for children with disabilities will be determined by their IEP. Working with case managers and our special education director we will ensure that any student with a disability receives an appropriate education. Accommodations could be wide and varied but will all be taken into account to make sure Covid-19, quarantining or Distance Learning does not prohibit a student's opportunity to be taught and to learn.
9. **Coordination with state and local health officials:** We are in weekly, if not daily contact, with our Public Health Nurses. We also have contact with our Regional Covid Coordinator that provides us with advice and direction for any covid related issues. We are also in frequent contact with the Minnesota Department of Health that provides guidance on how to handle positive cases and close contact tracing.

Through a variety of purchases including Chromebooks for every student, specific software and other technology, we can ensure continuity of services to meet our student's academic needs. Regardless if we are In-Person, Hybrid or Distance Learning, students have access to teachers and paraprofessionals on a regular basis. We also have a mental health provider that provides social, emotional and mental health support for our students both virtually and In-Person.

In terms of food services, our staff offers meals to any school age student who requests them. They are able to call or complete a brief survey indicating their desire to have both a breakfast and lunch made for them. These meals are able to be picked-up at the school based on a created schedule.