

## Kimberly School District FY21 Learning Plan

Draft/Updated 8-6-20

**Purpose:** The purpose of the Kimberly School District remote learning plan is to provide a broad framework for all district schools. Schools within the district will develop specific plans based upon the district plan.

**Goal:** Maximize traditional (all students live and face to face) instruction with the ability to transition to remote teaching when required.

### **Consistent Platforms:**

- LMS (Learning Management System) K-3 SeeSaw, 4-12 Canvas, blend of SeeSaw and Canvas for grades 4-5.
- Synchronous video program: Microsoft Teams
- Cloud based storage and programs: Microsoft Office 365
- Communication: Emails, kimberly.edu for students/staff, alert solutions

### **Guiding Principles:**

1. Deliver Instruction with a combination of online live (synchronized), face to face, asynchronized (online, not live), and traditional.
2. Flexibility to shift from traditional to remote without interruption of learning and support for students.
3. Provide teachers time for prep and Professional Development.
4. Rethink all physical space on campus and maximize all space to meet goals.
5. Uphold parity and equity throughout the district
6. Maintain academic rigor
7. Sustain professional excellence
8. Partner with parents and community

### **Kimberly School District 414 Operational COVID Protocol**

**Covid protocols will not be in effect when there is not community spread.**

#### **1. Green: Enhanced Traditional**

a. If minimal community spread and the following plans are in place and approved by local health authority:

- i. Cleaning/disinfection-plan approved by SCPHD (see below)
- ii. Protocols for social distancing
  1. Maintain social distancing as much as possible.
    - a. Discuss/monitor social distancing with students
    - b. Restrict classroom activities that don't allow for 6 feet of distance between students as much as possible.

- c. Restrict mixing of student groups to reduce potential exposure
- 2. Restrict activities with large gatherings where social distancing cannot be maintained
- 3. Face coverings will be required/ highly recommended in situations where social distance can't be maintained. Staff and students will be provided with washable mask. Face shields will be provided to staff upon request. Considerations will be made for staff and students who provide documentation from a state-licensed medical professional stating the wearing of the face covering could be a health risk for that individual. CDC exceptions can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>
- iii. Teach and reinforce hand hygiene and respiratory etiquette
- iv. Have a plan in place to allow for the immediate separation of students/staff who present COVID-19 symptoms at school
- v. A remote learning plan will be available in the event students remain home for extended periods of time and/or schools shut down
- vi. Post signs in highly visible locations (school entrances, bathrooms, etc.) that promote everyday protective measures. Signs from the CDC can be found here:  
<https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>
- vii. Ensure policies and practices don't encourage students/staff to come to school sick. Daily CDC symptom checking highly recommended:  
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

2.  **Yellow: Remote Learning/Small Groups of students allowed on campus**

- a. If moderate community spread (community or schools) and the following plans are in place and approved by local health authority:
  - i. Cleaning/disinfection-plan approved by SCPHD (see below)
  - ii. School schedule designed to limit contact by reducing the number of students in the building at any one time.
  - iii. Protocols for social distancing
    - 1. Maintain social distancing
      - a. Discuss/monitor social distancing with students
      - b. No classroom activities that don't allow for 6 feet of distance between students.
      - c. Restrict mixing of student groups to reduce potential exposure

2. No group activities larger than 150 people. Exceptions are outlined in activities plan or those activities approved by the Covid Community Spread Assessment Team.
  3. Classrooms will be limited to 12 occupants.
  4. Face coverings will be required/ highly recommended in situations where social distance can't be maintained. Staff and students will be provided with washable mask. Face shields will be provided to staff upon request. Considerations will be made for staff and students who provide documentation from a state-licensed medical professional stating the wearing of the face covering could be a health risk for that individual. CDC exceptions can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>
- iv. Teach and reinforce hand hygiene and respiratory etiquette
  - v. Have a plan in place to allow for the immediate separation of students/staff who present COVID-19 symptoms at school
  - vi. A remote learning plan will be available in the event students remain home for extended periods of time and/or schools shut down
  - vii. Post signs in highly visible locations (school entrances, bathrooms, etc.) that promote everyday protective measures. Signs from the CDC can be found here:  
<https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>
  - viii. Ensure policies and practices don't encourage students/staff to come to school sick. Daily CDC symptom checking required:  
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

3. **Red: Full Distance all remote learning**

- a. If substantial community spread or substantial numbers of impacted students/staff:
  - i. Full remote learning no students on campus

**Covid Community Spread Assessment Team:**

The assessment team will convene on Fridays to determine the minimum "color stage" for days 7-14 from the meeting date to allow staff and patrons to plan accordingly. Movement from one risk level to a lesser risk level will occur in 7-14 day intervals whereas moving to a more restrictive risk level may occur suddenly dependent upon the infection rate within the community or school district. The assessment team will utilize SCHD ratings, county infection and testing positive rates, school district infection rates, etc. when determining the color stage. Team members will consist of board chair, superintendent, school nurses, SCDH representative, and Magic Valley health provider that is not a patron of Kimberly School District. Members will be determined by the board chair and superintendent.

## **School Closure Protocols**

1. Confirmed related case(s) in a school (same group of students)
  - a. Contact public health: Tamara Strong-208-737-5932
  - b. Notify parents and staff
  - c. Potential closure of individual school or classroom for up to 5 days in coordination with SCPHD
  - d. Contact trace students/staff with close contact per CDC guidelines (within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset until the time the patient is isolated) <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/contact-tracing.html>. It is highly recommended to quarantine for 14 days. This includes close contacts who may be in other schools.
  - e. Deep cleaning of school
  
2. Two or more unrelated cases in the same period of time
  - a. Contact public health: Tamara Strong-208-737-5932
  - b. Notify parents and staff
  - c. Potential indefinite closure of school building or classroom-no new cases for up to 15 days in coordination with SCPHD
  - d. Contact trace students/staff with close contact per CDC guidelines (within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset until the time the patient is isolated) <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/contact-tracing.html>. It is highly recommended to quarantine for 14 days. This includes close contacts who may be in other schools.
  - e. Deep cleaning of school
  
3. Multiple cases in several schools with significant number of contacts
  - a. Contact public health: Tamara Strong-208-737-5932
  - b. Notify parents and staff
  - c. Potential indefinite closure of district or school-no new cases for up to 15 days
  - d. Contact trace students/staff with close contact per CDC guidelines (within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset until the time the patient is isolated) <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/contact-tracing.html>. Highly recommend quarantine for 14 days. This includes close contacts who may be in other schools.
  - e. Deep cleaning of facilities

**Return to School:** When students/staff can return after testing positive for or being exposed to\_

## COVID-19

1. Follow guidance from SCPHD. All surveillance of positive cases or probable cases will be done by the Health Department and they will provide guidance. Presently, the standards for returning are:
  - a. If student/staff member tested positive or was presumed positive for COVID-19 *and had symptoms*, they can return to school after:
    - i. It has been 10 days since symptoms first appeared **and**
    - ii. 24 hours with no fever without the use of fever reducing medication and
    - iii. 24 hours of symptom improvement
  - b. If a student/staff member tested positive for COVID-19 *but did not have symptoms*, they can return to school after:
    - i. 10 days have passed since the test date
    - ii. No symptoms within those 10 days
  - c. If a student/staff member has had close contact with a person that has COVID-19, they should:
    - i. Stay home 14 days after the date of last contact and monitor for symptoms
    - ii. **In the event a staff member is exposed to covid while performing their duties and must quarantine, the days of quarantine will not be deducted from their FFCRA, sick, personal, vacation or any other leave.**

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html>

### Cleaning/disinfection

1. Follow approved cleaning plan-plan approved by SCPHD
  - a. Cleaning Throughout the Day
    - i. Check all soap dispensers to make sure they are supplied with soap.
    - ii. Check paper towel dispensers throughout the day to make sure they have adequately supplied
    - ii. Check all hand sanitizer dispensers in hallways and classrooms to make sure they are supplied with hand sanitizer
    - iii. Wipe down door handles and vending machines as much as possible with disinfectant
  - b. Daily Cleaning - Classroom
    - i. Empty all trash and replace liners as needed
    - ii. Clean white boards (Use proper white board cleaner)
    - iii. Disinfect sinks, countertops, and all hard surfaces. (approved disinfectant)
    - iv. Teachers and staff - wipe down hard surfaces, manipulatives, supplies, etc. throughout the day with disinfectant.

- c. Daily Cleaning - Restrooms
  - i. Clean toilets and urinals with toilet bowl cleaner. (nightly)
  - ii. Clean and disinfect sinks, walls behind sinks, and stall doors. (nightly)
  - iii. Sweep and mop with disinfectant. (nightly)
  - iv. Clean all mirrors with window cleaner. (nightly)
- d. Daily Cleaning - Hallways
  - i. Clean and disinfect all entryway doors, door hardware, and door class, as well as all hard surfaces in that area. (nightly)
  - ii. Clean and disinfect all hallway surfaces with disinfectant. (nightly)
  - iii. Sweep or vacuum hallways. (nightly)
  - iv. Clean, polish, and disinfect drinking fountains. (nightly)
  - v. Wet mop hallways. (nightly with disinfectant)
- e. Daily Cleaning - Weight Room
  - i. Wipe down all equipment after it is used by an individual with disinfectant.
  - ii. Clean and disinfect weight room and all equipment each evening
- f. Daily Cleaning - Gym and Locker Rooms
  - i. Gym floors and all hard surfaces will be disinfected at least nightly. Disinfectants will be available to the teacher to wipe down hard surfaces and equipment throughout the day.
  - ii. Locker rooms will be cleaned and sanitized each evening and on weekends after use. Floors will be mopped and sanitized nightly.
- g. Daily Cleaning - Computer labs
  - i. Keyboard and mouse will be wiped down with sanitizer after each use.

**Points of clarification for protocols:**

- Yellow stage will be predominately remote teaching while allowing small groups of students on campus for such things as tutoring, SPED services, activities, hands on classes allowing for social distancing, etc. Size of small groups will be determined with consultation with the health department.
- A positive case of Covid in the district does not necessitate that the entire district will transition to remote learning. The closure and shift to remote learning may be specific to a building, grade level, wing, classroom, etc.

**Instructional Model for KSD 20-21 (Green):** Four days a week will be traditional and one day a week will be remote. The purpose for this model is to master remote learning skills in the event the district transitioned to remote learning for an extended period of time, reduce exposure, and teach students 21st century skills. The remote day will be Fridays and begin on September 18. Remote learning will take place on those Fridays in which have already been scheduled as in-service/work days on the school calendar.

**Expectations for remote learning days:**

- 4 hours of remote learning-Per IDAPA 08.02.01.250.03 a day in session consists of students engaging in instructions, lessons, activities, and assignments for not less than 4 hours per day.
- Teachers will have 2 hours of office hours available by phone, email, Microsoft Teams. Part of the 2 hours will be the availability on Microsoft Teams in order to facilitate virtual face to face interaction for students and parents.
- Extended (3 consecutive days or longer) remote learning- virtual face to face required and provided by instructors.
- Emails on remote day will be answered by the end of office hours. Emails sent after hours or weekends will be answered by the end of office hours the next scheduled school day.

**Plant Facility Audit:** Cushing Terrell, formally CTA, architects and engineers conducted a Covid assessment on all district facilities on July 9, 2020 to advise the district in the following:

- Mechanical HVAC systems
- Use of square footage space
- Procedure advisement
- Foot traffic patterns to allow for social distancing

**Off-site educational delivery plan for extended student absenteeism:**

- For families that desire all remote teaching the district will partner with IDLA to provide the online learning. KSD will provide all remote learning in event the demand will warrant enough students content section in the secondary schools or a grade level class in grades K-6.
- Each school building will develop a plan for students that enroll in the traditional setting and may experience extended absence due to illness or quarantine.

Teacher Absence during remote learning:

- Building specific plans will be implemented in the event instructors become sick during extended remote learning.
- Staff will have remote plans ready in advance.
- Teams/departments will help support teachers that are out during remote learning.

**Mask for staff:** Staff will be required to wear a mask when social distancing cannot be maintained.

**Parent training for remote learning:** A committee has been formed to develop a staff to provide training for parents to assist their children with remote learning.