

Navigating Change: School Re-opening Plan

**Argonia Public Schools
2020-2021**

A Guide to the 20-21 School Year

Approved 7-30-2020

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Purpose

The primary goal of Argonia USD 359 is to return students and staff back to a school setting while also optimizing education, promoting health and safety, and mitigating the risk for everyone who is part of our school community.

With this goal in mind, the purpose of this document is to outline safety procedures that all students, staff, and school community members must follow while on school property. In an effort to remain vigilant in mitigating the outbreak of COVID-19, the following prevention, preparedness, and response procedures will be in place.

In the event anything in this document differs from a handbook or other approved policy, this document has precedence.

USD 359 Mission Statement

Argonia Public Schools is a collaborative family with a commitment to create a legacy of pride through uncompromising excellence and to develop productive, accountable, confident citizens.

Access and Equity

USD 359 will ensure an equitable and appropriate education for all students in all learning environments. The district will provide services to meet the needs of students from diverse populations including but not limited to: ethnic/racial identity, nationality, age, social class, economic status, abilities/disabilities, language, immigration status, sexual orientation, gender identity/expression, family type, religious/spiritual identity, emancipated minors, wards of the state, homeless youth, and incarcerated youth.

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Communication

Students, staff, and families of USD 359 will receive communication through the district school messaging system as situations arise. It is **ESSENTIAL** that families update their contact information (phone numbers, email addresses, addresses, and local emergency contacts) so that timely communication is received. Please contact the school at 620-435-6311 if any information changes throughout the year.

Information and updates will also be posted on district social media: the USD 359 website (www.argonia359.org), USD 359 Facebook, and USD 359 Twitter accounts. A link on the main page will house all Navigating Change documents.

In the event of a positive COVID-19 case, the district will provide notifications about the situation as required by law while maintaining the confidentiality of the parties involved. A sample notification is located in the appendices.

Instruction and Learning

USD 359 will provide two educational services:

1. On-site Learning - traditional in-class instruction
2. Remote Learning - livestream participation from off-site location

On-Site Learning

On-site learning allows students to return to school in a classroom with a teacher and classmates 5 days a week from 8:05 am to 3:45 pm. In the event a classroom teacher must be quarantined, the students will be in their classroom with an aide and instruction will be provided by the teacher remotely.

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Remote Learning

Remote learning is for students who must be absent due to COVID or any other approved reason and are healthy enough to participate. In remote learning, students “attend” school while at home. Teachers will provide lessons in real-time through streaming video to off-site students. Students will be expected to join the livestream during all times they would normally be attending class on-site; attendance will be taken as usual. This is the expectation unless the child is too sick to participate. Communication between students, parents, and the school is essential.

In the event the spread of COVID requires the school to restrict the number of students allowed on campus, the school will work with families to develop plans for a combination of on-site and remote learning that meets the individual learning and access needs for each student/family. In the event on-campus attendance is suspended/closed, remote learning will be instituted for all students.

Classrooms

- Classroom spaces will be arranged with student health and safety as the primary focus based on the age, content, and purpose of the class. As allowed, student seating arrangements will be organized 3 to 6 feet apart with desks/tables facing one direction.
- Stable groupings will be established when possible; stable groups are defined as a set of students who are on-campus and remain a consistent group with minimal interaction with others.
- Students will transition in staggered groups. This includes recess and other movement throughout the day.
- Social distancing will be practiced when feasible.
- Supplies, manipulatives, and technology will be cleaned between class groups and sanitized daily. If possible, sharing materials will be discouraged.

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- Hand-washing/sanitizing will occur after use of shared materials. Hand sanitizer will be in all school spaces and classrooms.
- **Daily attendance will be taken for all students regardless of learning site; remote students will be considered in attendance when visible to their teacher and participating with their class.**

Common Spaces and Facilities

- Playground equipment (basketballs, frisbees, etc) will be assigned to classrooms and will not be shared between classes. Recess schedules will be organized to reduce the number of students on the playground at one time and to maintain stable groupings. Frequently touched surfaces on stationary equipment will be cleaned per health department guidelines. Students will be required to wash their hands before and after recess.
- Entrance and exit points will be designated for different groups to reduce congestion and promote social distancing.
- Large spaces such as gyms will only be used for group gatherings when social distancing guidelines can be followed; virtual meetings and assemblies will be encouraged.
- Offices will be limited to essential business only.
- Lockers will be utilized minimally and in a social distancing manner. Lockers will NOT be shared, and all personal items must be removed from lockers at the end of every day.
- Restroom breaks will be handled by classroom teachers to avoid large congregations of students.

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- Automated water bottle filling stations will be available but push operated water fountains will be disabled.
- Students should bring their own refillable water bottle.

Transportation

Families are encouraged to transport their children to school if possible, however we understand that isn't an option for everyone; therefore, the following USD 359 transportation guidelines will be followed on buses and in school district passenger vehicles.

- All drivers and students will be screened and temperatures taken prior to being seated on the bus each morning. Students who are symptomatic will be returned to the home; parents are encouraged to be present until their student boards the bus in case their student isn't allowed to board.
- Assigned seats will be required for all students to enforce social distancing; unless space allows otherwise, students from the same household will sit together. Nonfamilial students will be seated 1 to a seat.
- There will no longer be in-town bus stops.
- Students are required to wear face masks while riding the bus.
- Bus windows should remain open as weather permits.
- The bus will be disinfected at the end of each day and between different groups.

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Food Service

- Students will continue to be offered meals twice a day (breakfast and lunch).
- All breakfast meals will be packed in disposable grab and go containers; breakfast will be delivered to students at the beginning of the day with students eating breakfast in their classroom.
- Lunch schedules will be developed to keep stable groups together. There will be breaks between groups so all tables, chairs, and other highly touched surfaces can be disinfected before the next group arrives.
- Meal checkout will be touchless.

Extra Curricular Activities

Decisions and regulations regarding activities will be determined by KSHSAA, KDHE, local health officials, and other activity sanctioning entities along with USD 359 Board of Education.

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Health

Everyone is responsible for doing their part to minimize the spread of COVID-19 in order to keep our campus open.

Wearing Masks (see Appendix A for what qualifies as an acceptable mask)

Teachers and Staff:

- All USD 359 and 619 staff will be required to wear a mask while inside school facilities unless it inhibits the person's ability to perform his/her job or they are able to maintain social distancing in an area with no students present.

Students:

- Pre-K thru 5th Grade: Students are required to wear a mask while in school facilities. Students will not be required to wear masks at recess or PE when involved in physical activities and social distancing can be maintained.
- 6th-12th Grades: Students are required to wear a mask while in school facilities unless the face covering inhibits the safe participation in an educational activity (i.e. welding, auto shop, band, etc.) in which case social distancing should be maintained.
- Students are to provide their own masks; normal dress code guidelines still apply (i.e. no inappropriate imagery, no promotion of drugs or alcohol, etc.). See Appendix A for what qualifies as an acceptable mask.

Masks are not required while eating lunch, breakfast, or while participating in physical activities such as PE and recess; social distancing will be strictly enforced during these times. Additionally, teachers will plan "mask breaks" throughout the day so students can go to a location where social distancing is possible and remove face coverings. Mask breaks are not allowed while students are in the classroom setting.

Mask exemptions for medical conditions will be granted only with documentation from a primary care physician or nurse practitioner indicating that the individual is not to wear a mask as a direct result of a medical condition. This documentation must be on file before the exemption will be approved. Students who are not able to wear a mask will participate in remote learning.

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Hygiene Measures

- Frequently wash hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol. Hand sanitizing stations are in all classrooms and common spaces.
- Avoid touching eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes. Students and staff must wear masks at all times but it is especially important if someone is persistently coughing or sneezing even if it is unrelated to COVID-19.
- Practice social distancing when possible.
- Avoid close contact with people who are sick.
- Train all about the signs and symptoms of COVID-19. The current known symptoms are:
 - Fever (100.4 or higher)
 - Chills
 - Rigors
 - Muscle or body aches
 - Fatigue
 - Headache
 - Sore throat
 - Lower respiratory illness (cough, shortness of breath or difficulty breathing)
 - New loss of taste or smell
 - Diarrhea

*Students and employees exhibiting symptoms of COVID-19 without other obvious explanations are prohibited from coming to school and if at school will be sent home immediately. Individuals will be isolated until they are able to leave school.

It is essential that parents provide updated contact information and emergency contacts so that children who are sick or exhibiting symptoms can be picked up promptly from school.

Temperature and Screening

All staff members and visitors will be screened daily by taking temperatures upon entry to a school facility and completing the COVID-19 questionnaire.

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Students will be visually inspected by staff for signs of illness throughout the day and temperatures will be taken as students enter the buildings or load busses in the morning. **Anyone with signs of illness or a fever will be isolated and sent home immediately.**

Exclusions from School

Students and employees exhibiting symptoms of COVID-19 without other obvious explanations are prohibited from coming to school, and if they do come to school, will be sent home immediately. See the KDHE guidance (Coronavirus vs Cold vs Flu vs allergies) in the appendix.

Positive COVID-19 Contacts

A person is considered a case of COVID-19 disease if they have tested positive for the virus by a diagnostic test. Current information indicates a case is considered infectious two days prior to the onset of symptoms through at least 10 days after the onset of symptoms. For cases that do not have symptoms, the infectious period is considered as two days prior to the date the sample was collected through a minimum of 10 days from the date the sample was collected. Cases must remain in isolation until they have met the criteria for release from isolation set forth by KDHE or the local health department. (see appendix, Isolation and Quarantine Release graphic).

A person is considered a close contact of a “case” if they were within 6 feet of the case for 10 minutes or more or if they had been exposed to secretions (for example being coughed or sneezed on). Close contacts must remain in quarantine until they have met the criteria for release set forth by KDHE or the local health department.

Return to School After Exclusion

Once a student or employee is excluded from school, he or she may return if they meet the recommendations of KDHE or the local health department. Currently the guidelines are:

- **Untested.** Persons who have not received a test proving or disproving COVID-19, but experience symptoms may return if the following conditions are met:
 - Ten (10) calendar days have passed since symptoms first appeared
 - **AND** Fever Free for 24 hours without the use of fever reducing medicine and other symptoms have improved (for example when cough or shortness of breath have improved).

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- Students and employees must adhere to whichever criteria is longer; meaning, a minimum absence of 10 days is required.
- **Tested and Awaiting Results.** Persons who are suspected of having COVID-19 and are awaiting test results should be isolated at home until test results are received.
 - **Positive Result.**

Symptomatic cases may return if the following conditions are met:

 - Ten (10) calendar days have passed since symptoms first appeared
 - AND fever free for 24 hours without the use of fever reducing medicine and other symptoms have improved (for example, when a cough or shortness of breath have improved.)
 - Students and employees must adhere to whichever criteria is longer; meaning, a minimum absence of 10 days is required.

Asymptomatic cases may return if the following conditions are met.

 - Ten (10) calendar days have passed since the date the sample was collected
 - AND symptoms have not developed.
 - If symptoms develop during the 10-day isolation period, then follow the above criteria for symptomatic cases with a **NEW** isolation period starting the day symptoms started.
- **Negative Result.** Persons with no known exposures to a COVID-19 case and with no travel-related exposures.

People with a known exposure to a COVID-19 case, people identified as a close contact of a COVID-19 case (close contact is described above), or people having traveled from a location on the KDHE Travel-Related Quarantine List must quarantine for 14 days. A negative test result within the 14 day quarantine period does not affect the quarantine period and the person must finish the 14 day quarantine.

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Visitors

- Visitors, including parents, will have limited access to the building and will be screened prior to entering the building using the same guidelines as staff.
- All visitors will be required to wear face masks at all times.
- Visitors are encouraged to schedule appointments in advance.
- Lunch guests will not be allowed.
- Virtual options for meetings and conferences will be utilized if possible.
- No guests will be allowed past the main offices without approval by administration.

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Appendices

Appendix A: Masks

For purposes of this document, a “mask” is defined as covering the nose and mouth while not covering the eyes. A mask is intended to trap droplets that are released when the wearer talks, coughs or sneezes so should not have holes or vents allowing droplets to travel through the mask

To be most effective, look for masks made with at least 2 layers of fabric. It should cover the nose and mouth without large gaps and have ear loops or ties so it can be adjusted for size. For people who wear glasses, look for a mask with a bendable border at the top so it can mold to fit the bridge of the nose and prevent glasses from fogging.



Make sure your mask:

- fits snugly but comfortably against the side of the face
- completely covers the nose and mouth
- is secured with ties or ear loops
- includes multiple layers of fabric
- allows for breathing without restriction
- can be laundered and machine dried without damage or change to shape

Following are instructions on making your own masks in several different methods, including machine or hand-sewn, a no-sew method with a t-shirt and scissors, and a no-sew method with a bandana.













<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

Appendix B: Corona vs. Cold vs. Flu Vs. Allergies Chart

COVID-19

CORONAVIRUS vs. COLD vs. FLU vs. ALLERGIES

SYMPTOMS	COVID-19*	COLD	FLU	ALLERGIES
 Fever	Common (measured at 100 F or higher)	Rare	High (100-102 F), can last 3-4 days	No
 Headache	Sometimes	Rare	Intense	Sometimes
 General aches, pains	Sometimes	Slight	Common, often severe	No
 Fatigue, weakness	Sometimes	Slight	Common, often severe	Sometimes
 Extreme exhaustion	Sometimes (progresses slowly)	Never	Common (starts early)	No
 Stuffy nose	Rare	Common	Sometimes	Common
 Sneezing	Rare	Common	Sometimes	Common
 Sore throat	Rare	Common	Common	No
 Cough	Common	Mild to moderate	Common, can become severe	Sometimes
 Shortness of breath	In more serious infections	Rare	Rare	Common
 Runny nose	Rare	Common	Sometimes	Common
 Diarrhea	Sometimes	No	Sometimes**	No

For more information: www.kdheks.gov/coronavirus

* Information is still evolving.
** Sometimes for children.

Sources: KDHE, CDC, WHO, National Institute of Allergy and Infectious Diseases, American College of Allergy, Asthma and Immunology.

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Appendix C: Isolation Quarantine Release Graphic



*Adapted from TN Dept of Health

RELEASING CASES AND CONTACTS FROM ISOLATION AND QUARANTINE

CASES

Must be isolated for a minimum of 10 days after onset and can be released after afebrile and feeling well (without fever-reducing medication) for at least 72 hours, whichever is longer.

Onset date

(or specimen collection date if onset unclear or asymptomatic)

Minimum 10 days

+ Afebrile and feeling well for at least 72 hours

Case released from isolation

Note: Lingering cough should not prevent a case from being released from isolation.

Examples:

- A case that is well on day 2, and afebrile and feeling well for 72 hours, can be released from isolation on day 10.
- A case that is well on day 6, and afebrile and feeling well for 72 hours, can be released from isolation on day 10.
- A case that is well on day 14, and afebrile and feeling well for 72 hours, can be released from isolation on day 17.

HOUSEHOLD CONTACTS

Must be quarantined for 14 days after the case has been afebrile and feeling well (because exposure is considered ongoing within the house).

If a household contact develops symptoms, they should be tested.

Case's onset date



Case is afebrile and feeling well

Household contact is released from quarantine

This means that household contacts may need to remain at home longer than the initial case.

Examples:

- A case is well 3 days after onset, case released from isolation on day 10, household contact must remain quarantined until day 24.
- A case is well 7 days after onset, case released from isolation on day 10, household contact must remain quarantined until day 24.
- A case is well 14 days after onset, case released from isolation on day 17, household contact must be quarantined until day 31.

NON-HOUSEHOLD CONTACTS

Must be quarantined for 14 days from the date of last contact with the case.

5/27/20

Date of last contact with case



Non-household contact is released from quarantine

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