

# Marceline School District

## Return to School Plan

A series of principles were defined to use as cornerstones of the Marceline R-V School District's Re-Entry Plan for the 2020-21 school year:

- Maintain the health and safety of all students and staff;
- Provide meaningful and engaging academic experiences for all students;
- Address the social and emotional needs of all students;
- Provide consistency and stability for all students and staff; and
- Provide continuous professional learning opportunities for staff that address learning needs unique to this time.
- This plan will continue to evolve based on the most recent public health information, guidance from DESE, guidance from the State of Missouri, feedback from stakeholder groups, and our guiding principles.

<b>In-Person Learning</b>	<b>Virtual Learning</b>
<ul style="list-style-type: none"> <li>• Traditional school day routines with additional safety measures</li> </ul>	<ul style="list-style-type: none"> <li>• All buildings closed to in-person learning except for specific students' accommodations</li> <li>• All classes taught via distance learning platforms due to COVID-19 exposure</li> </ul>

The following plan will be implemented for **In-Person Learning**. (The plan is subject to change if the Linn County Health Department, DESE or the State of Missouri guidelines dictate.)

<b>Preventative Measures</b>
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**Wash Your Hands and Practice Good Health Etiquette**

- The use of masks by staff and students is recommended but not required at this time. The decision to wear a mask will be left to the discretion of each individual. The wearing of masks will only become required when mandated by the Health Department, DESE or the Governor's office.
- While every building will have additional hand sanitizer stations in the hallways and every classroom will have hand sanitizer dispensers, there will be an expectation of students following these healthy practices:
  - Clean your hands (consider regular "hand washing" breaks) and disinfect frequently touched items.
  - Avoid touching your eyes, nose, and mouth.

- Cover your mouth and nose with a tissue when coughing or sneezing; or use the inside of your elbow, not your hands.
- Clean your hands (wash them or use hand sanitizer) after coughing, sneezing, eating/handling food or touching things in “common” areas in your building (kitchen, mailroom, copier, lobby, etc.).
- Wipes and/or cleaning solutions will be provided in every classroom
- Post signage in classrooms, hallways, and entrances to communicate how to stop the spread of COVID-19 (including staying at home when sick).
- Students will be screened for temperature at home. Faculty and staff will be required to monitor and record their temperature daily.
- Students with a temperature of 100 or higher will be placed in a holding area so parents can be contacted to make arrangements for pick-up.
- Students and staff will need to be fever free for 24 hours before returning to school (without the use of fever reducing medications).
- Clean and disinfect school buildings, classrooms and especially water and sanitation facilities at least once a day, particularly surfaces that are touched by many people (railings, lunch tables, sports equipment, door and window handles, toys, teaching and learning aids etc.).
  - Custodial staff will disinfect and clean high touch areas within the classrooms when teachers and students are not present throughout the day.
  - Teachers will be provided with cleaning and disinfecting materials to clean and disinfect high touch areas within the classroom.
  - Students will be required to bring their own materials (pencils, notebooks, paper, crayons, markers, etc). Shared items will not be allowed.
- Students will be encouraged to bring their own water bottle. Students will be able refill their bottle at refilling stations in every building.
- All classrooms will modify their layout to ensure appropriate social distancing:
  - Desks spaced as far apart as possible
  - Students facing the same direction
  - Seating charts
- Classroom structures will be determined on an individual basis depending on the accommodations necessary for that grade level or content area.
  - Secondary Band & Choir
    - All Band and Choir classes will continue with enrolled students and practice social distancing.
    - Students will use their own equipment and will not share. When this is not possible, appropriate cleaning and sanitizing will take place.
    - Students will not play recorders in school until the results of the COVID-19 aerosol study is complete.
    - Students will not share music sheets and music stands.
  - Physical Education/Recess
    - Classes will engage in outdoor activities as much as possible.
    - Social distancing will be managed as much as possible.

- Students will be provided with their own equipment for class, when possible, and equipment will be regularly disinfected.
- Handwashing before and after physical activity will be expected.
- Activities will be used which limit close contact with others.
- Students will not be required to “dress out” for classes - except weight training.
- Playground equipment will be sprayed with disinfectant daily and allowed to air dry before the next day’s use.
- Secondary Art
  - All art classes will continue with enrolled students.
  - We will utilize all available digital tools and classroom resources to maximize student learning.
  - Students will use their own equipment to avoid sharing. When this is not possible items will be disinfected in between each use.
  - Teachers will demonstrate proper hand washing and cleaning of tools, equipment, and media so that students can properly clean shared items when appropriate. Students will follow teacher demonstration and expectations.
- Library Media Services
  - Limited access to the Marceline R-V School District media centers will be available for individual and small groups of students. Social distancing rules will be followed.
  - Safety measures will be enacted to clean and sanitize circulated materials.
    - Returned materials will be cleaned, sanitized and set for 72 hours before returning to the shelf.
    - All students will use hand sanitizer before entering the library.
- Food Services
  - Lunchroom seating will be staggered to allow for maximum possible social distancing.
  - Secondary lunch will be eaten in multiple rotating shifts.
    - Only staff-served food will be available. No buffets will be offered.
    - Microwaves will not be available for use.
- Restrooms and Hallways
  - Elementary will have scheduled restroom times that will limit the number of students allowed in at a time.
  - Secondary will limit the amount of students in the restroom at a time.
  - Restrooms at each building will be disinfected throughout the day.
- Visitors and Guests
  - The district will not allow visitors inside the building at this time. There is an intercom system at each building for pickup and drop-off purposes.
  - Deliveries will be handled through the Marceline R-V Central Office.

- Communication will be handled primarily through phone, email, Zoom, or other communication platforms.
- The number of large gatherings such as assemblies and field trips will be reduced and will be limited to students and staff only.

### **Transportation**

While bus-transportation is available, families will need to complete the Transportation Survey for the year so that we can plan effectively for ridership. Before boarding, the bus drivers will communicate to parents and students information on new processes. They will instruct parents to not allow students to attend a school or take the bus if sick.

- Bus drivers will sanitize the rail frequently with an EPA approved disinfectant.
- Bus drivers will sanitize seats between use with an EPA approved disinfectant.
- Bus drivers will not work if they are sick.
- Riders are encouraged to wear masks - disposable masks will be available if required.
- All riders will be assigned seats.
  - Each bus's list of assigned seating will be maintained so it can be provided to the Health Department for contact tracing, if needed.
- If applicable, students within the same household will be assigned seats together or in seats across from, in front of, or behind each other.
- Unloading: Avoid congestion as the students unload buses. Stagger when buses unload to the extent possible, or if possible, create multiple points of entry for buses.

### **Custodial**

- The Marceline R-V School District will maintain adequate supplies of personal protective equipment, soap, paper towels, hand sanitizer, and tissues throughout each school.
- The Marceline R-V School District will clean frequently-touched surfaces and objects (e.g., tables, water bottle filling stations, and doorknobs) with district-supplied cleaning and disinfectant products. Computer safe disinfectant methods will be used for computers and keyboards

### **Communication**

- Regular updates to the Board of Education, community members, and parents/guardians will be provided, as determined by the Superintendent and the administration team.
- Resources teachers and families are encouraged to use to learn about the Marceline R-V School District updates and school closures include:
  - Apptegy School App
  - School Facebook page
  - School Website

## **Nursing**

- The school nurse regularly keeps a log of health room visits. The name and phone number/address of all persons seen with fever and new cough will be recorded. Due to student privacy, these records are not public, however, information may be shared with the Linn County Health Department, as appropriate.
- The Linn County Health Department will provide guidance on students and staff who have had contact with people who are suspected COVID-19 positive.
- Nebulizers will only be used for emergency purposes only. Students will be required to provide their own inhaler, if needed.

## **Extracurricular Activities**

- Large gatherings will be limited. This may result in:
  - Limited attendance and/or guidelines at sporting or other events
  - Concerts and performances in small groups
  - Cancellation or modification of school dances or parties

## **Special Services**

- All special education students will be provided instruction relative to their IEP goals.
- A child's case manager will work with families to ensure a child's IEP is being met.
- Students' services will be provided during the students' special education classes, in a pull-out and/or in a push-in model to ensure the student's IEP goals are being addressed.
- If the Marceline R-V School District has to close a school or the district due to health concerns, IEP students will continue to receive their services from their special education teachers in an approved and appropriate format.

## **Teacher's Lounge/Common Gathering Areas**

- In common areas such as the teacher's lounge, copy machines, work rooms, etc. teachers will practice social distancing.
- Sanitize equipment in between each use.
- Recommend wearing a mask when within 6 feet or less.
- The Marceline R-V School District will follow all guidelines of the Family First Coronavirus Relief Act regarding paid leave. Employees will have access to Emergency Paid Sick Leave and Expanded FMLA due to COVID-19 related absences according to Federal guidelines.

## **District-Wide Virtual Learning**

Virtual Learning will be conducted utilizing the Marceline R-V curriculum and instructional staff. All students will utilize school email and Google Classroom accounts to receive instructional materials, assessments and manipulatives. Grade levels K-5 instruction and schedule will be delivered on a class-by-class basis. Students 6-12 will follow the class schedule they were given during registration.

Teachers will work on campus unless directed otherwise by local health officials. Teachers will be available for parent and student communication during normal school hours.

