

Fulda Public School District Safe Learning Plan 2021-2022

Overview

- Our goal is to create an environment/schedule that will allow us to have all students in the building for both scenario 1 (In-Person) and 2 (Hybrid).
- We will follow guidance put out by the State of Minnesota that helps us determine which scenario we can start school in. We will use the 14-day COVID-19 case rate by county. This model ensures that cases are under control in our community and that it will be safe for students to return to school in a Hybrid format.
- The Minnesota Department of Health (MDH) and Minnesota Department of Education (MDE) have put forth many requirements for schools that plan to meet in person. See below for Fulda's complete plan on how to meet those requirements and recommendations.

Planning

- A committee was formed and met several times to discuss and develop this plan. This plan will remain fluid and may need to change throughout the year as new guidance becomes available from the MDH and MDE. The Committee consists of School Board members, superintendent, principals, teachers from both buildings, licensed school nurse, janitorial staff, food services, special education teachers and parents.
- Fulda Public Schools' number one priority is the health and safety of students and staff. We will be working closely with local public health throughout the school year who will be following county case numbers and monitoring community spread. Numbers will be looked at on a weekly basis at minimum and local public health will help us decide if we need to switch models based on community spread.
- We are prioritizing communication to families, community members and staff. Email notification will be the best and most efficient way to contact our families about changes in learning models, positive cases and potential exposures. Interpreter services through Nobles County Collaborative Integration will be provided at no cost to non-English speaking families. We will contact families who do not have email access by phone but will be encouraging all families to get an email account set up before the start of school.
- Non-essential visitors and volunteers will be restricted in both buildings.

COVID-19 program coordinators

- High School, Mike Pagel, K-12 principal
- Elementary School, Grant Harms, asst. principal
- Loy Woelber, District Superintendent
- These staff will work in collaboration with district school nurse, Rachel Isder. They will communicate concerns, challenges, and lessons learned related to COVID-19 preventive activities as needed with staff, students/families, school and district leadership, and local health officials.

Social distancing and minimizing exposure

- Social distancing means keeping space between yourself and other people outside of your home. Social distancing is a critical tool in decreasing the spread of COVID-19.
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- All unnecessary furniture/materials will be removed from classrooms so that students' desks can be spread out to meet the social distancing requirements.
- Square footage of each classroom has been measured at each building and these numbers will be used to help us determine how many students can be in each room, our goal is to keep each room under 50% capacity. If we need to be in a Hybrid model, we will always keep capacity under 50%. Fulda's total enrollment is less than 50% of our building capacity so we will always be able to have all students in attendance at both buildings. All desks will be facing the same direction
- In the high-school, Mr. Pagel has moved his office to be closer to the lockers so that he and other teachers can monitor student arrival and hallway breaks.

Face Coverings

- All students, staff and other people present in the school buildings and district offices or riding on school transportation vehicles are allowed to wear a face covering.
- Face coverings are meant to protect other people in case the wearer does not know they are infected.
- Please see our district face covering policy for further guidance.

Delivering direct student support services

- School staff will need to be in close contact with students when they provide certain services within the school setting, including: evaluation for service eligibility; screening for developmental or other health conditions; personal care services; and specialized instruction and related services for students with special healthcare needs or disabilities. Personal protective equipment may be used to reduce the risk of COVID-19 transmission during the provision of these and other services that require close, physical and prolonged contact.
- Refer to the Guidance for Delivering Direct Student Support Services: Staff Protective Equipment PPE. This guidance applies when planning for all scenarios.

Transportation

- Masks will be worn by everyone on the bus following the mask policy. See Mask policy for more information
- Buses will have a supply of extra masks for those students that request one. .
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- Windows should be open in the bus if conditions allow.
- Students that become ill during the day will not be allowed to ride home on the bus at the end of the day
- Bus drivers can notify the school nurse if a student becomes symptomatic while riding the bus. The driver should ensure that they keep their mask on and sit as far away from others as possible.

Protecting Vulnerable populations

- Students/families and staff can self-identify to the licensed school nurse if they identify as high risk for illness due to COVID-19. A plan will then be developed to address requests for alternative learning arrangements or work reassignments.
- School Nurse and special education staff will evaluate current plans (ex. Individual Healthcare Plans, Individualized Education Plans or 504 plans) for accommodating students with special health care needs and update as needed to decrease their risk for exposure to COVID-19.
- Distance learning may be offered to enrolled students who are medically vulnerable.

Sanitizing and Cleanliness

- Each teacher will have hand-sanitizer in their classroom.
- Teachers will notify the school nurse when running low on sanitizer.
- Hand sanitizing stations will be available upon entry to each building.
- Each teacher will remind students of proper hand hygiene routine on the first day of school and will reinforce throughout the year as needed. Best practice is to wash with soap and water for at least 20 seconds or using hand sanitizer that contains at least 60% alcohol. Students with sensitivities to hand sanitizer will be allowed extra time to use soap and water.
- No shared utensils/supplies in any classrooms.
- No drinking fountains, students will be encouraged to bring water bottles (the fountains will have bottle fillers)
- Classrooms are encouraged to keep windows and doors open as much as possible to help with natural ventilation.
- All staff will have access to needed cleaning/disinfecting supplies. They will notify custodial staff when running low. Supplies will be ordered based on recommendations from MDH's recommended Supplies for Schools document.
- Posters will be posted around both buildings encouraging the use of proper hand hygiene.
- Custodial staff will develop a schedule for the routine environmental cleaning and disinfection of high-touch surfaces and shared equipment throughout the school day. They will use EPA-approved disinfectants for SARS-CoV-2.
- Staff will keep cleaning products out of the reach of children and will ensure adequate ventilation to avoid inhaling toxic fumes from these products.
- Students may help in cleaning of equipment, but will not use products that say "Keep out of reach of children".
- Items that are difficult to clean or disinfect will be stored away and not used this school year.

Monitoring and excluding for illness

- Regular screening for symptoms and ongoing self-monitoring throughout the school day can help quickly identify signs of illness and help reduce exposure. Staff and students are encouraged to self-monitor symptoms throughout the day. Staff or students who

develop symptoms during the school day MUST notify school health services or the office administrative personnel in the school building immediately.

- We will follow Center for Disease Control (CDC) and Minnesota Department of Health guidelines when working with symptomatic individuals.
- The CDC does not currently recommend universal testing of all staff and students.
- Licensed school nurse will educate staff, students and families about the signs and symptoms of COVID-19 and when they/their children should stay home and when they can return to school. We will follow the MDH Decision Tree.
- We will require that staff and students stay home if:
 - They have tested positive, are waiting for a test result, or are showing COVID-19 symptoms, until they meet criteria for return (See MDH Decision Tree)
 - They have recently had close contact with a person with COVID-19, until they meet criteria for return.
 - Follow the MDH decision tree to determine who must stay home and when staff or students may return.
- We will ask staff, students/families to conduct symptom screening at home before entering the school building each day. See Fulda symptom screening document. This screening document was developed using recommendations from MDH and CDC.
 - Families will continually be reminded of the importance of symptom screening at home via email, phone calls and text message reminders.
 - Students/staff that arrive ill will be sent to the ill waiting room and will be asked to leave as soon as able.
 - Several staff will be trained in the MDH decision tree and symptom screening to help ensure coverage when other staff may be out.
- Staff/Students may return to school once:
 - documentation of a negative COVID-19 test is provided to the School Nurse. Siblings and household members may also return to school upon documentation of negative tests to the School Nurse.
 - They receive an alternative diagnosis (e.g. strep throat, norovirus) from a health care provider that explains the symptoms, or when a health care provider says the symptoms are connected to a pre-existing condition. This documentation of diagnosis must be provided to the school nurse.

Handling suspected or confirmed positive cases of COVID-19

- Licensed school nurse, Rachel Isder (507-920-0140) will be responsible for responding to COVID-19 concerns and will help coordinate with local public health regarding positive COVID-19 cases.
- Staff, students and families should contact the school nurse if they or their student have symptoms of COVID-19, a positive test for COVID-19, or had a close exposure to someone with COVID-19 in the last 14 days.
- All symptomatic individuals will be sent to the ill waiting room
 - Elementary: old special ed room, by the current speech room
 - High School: old principal office, right next to main entrance and district office

- The classroom teacher will notify the office of the symptomatic individual and the school nurse will meet the student/staff in the ill room. If the school nurse is not available, a delegated professional will meet the ill individual. Assessment of symptoms and questions will be asked and MDH decision tree will be followed to determine if the individual should be sent home or remain in school. The room is big enough to ensure social distancing.
- Room will be sanitized after the ill individual leaves. Proper PPE will be worn while assessing ill individuals

Water and Ventilation symptoms

- Water fountains will be sanitized daily. Students are encouraged to bring their own bottle to refill.
- Windows will be open as much as possible to help increase circulation of outdoor air.
- Classroom doors and bathroom doors will be propped open as much as possible to avoid needing to touch the handle to open the door.
- Fans may be used as needed to help circulate air, but care should be used to minimize air from blowing from one person directly to another.

Fulda Elementary COVID Planning

Social Distancing

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- Posters will be posted around the building to serve as visual reminders to remind students and staff to keep social distancing a priority.

Student Arrival & Breakfast

- Teachers in classroom at 7:45
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- Free breakfast will be provided in classrooms to ALL students from 7:35-8:00. Most items will be individually packaged and served to the students.

PE/Music

- PE/Music will be a 30-minute block of time each day, but students will stay with their individual classroom and have PE or music on alternating days (example: On Monday, Elness's first grade class will have music while Noding's first grade class will have PE. On Tuesday they will switch.) PE/Music teachers will work together with teachers to plan out which class goes where.
- PE and music will be held outside whenever possible and students will be encouraged to be spread out.
- When singing, students should all face the same direction and be at least 3 feet apart.

Lunch (supervised by paras)

- All students will wash hands with soap and water before lunch, they will be sent in small groups to the bathroom to avoid congregating in small spaces.

Recess (supervised by paras)

- All students will wash their hands with soap and water after recess.

Chromebooks/iPads

- Charging stations will be set up in each classroom so students are not crossing rooms to charge.
- Chromebooks will be assigned to students so they are not sharing
- If we go to distance learning, we will have a procedure to check them out for those families that need them.

Band

- Elementary band will follow state and district guidelines for social distancing.
- They will meet in a more open space and may need to split into smaller groups to meet square footage guidelines for distancing.
- Students will all face the same direction while in band.

Health Education

- Health class, emphasizing good hygiene, will be offered to all K-6 students by a school nurse and/or PE teacher. Location and times are to be determined.

Special Education/Title/EL

- Special Education, Title, and EL services will be provided and will follow state and district guidelines for social distancing.
- The Guidance for Delivering Direct Student Support Services: Staff Protective Equipment manual from the MDH will be followed to ensure staff are wearing proper PPE.

Dismissal

- Walkers dismiss out recess door
- Students getting picked up by parents will dismiss out main entrance (para will help facilitate)

Hallways/Restrooms/Lockers

- Hallways: Traffic will stay to the right side of the hallways and stay socially distant. Markings on the floor will help students remember which direction to travel.

Office/Visitors

- Essential visitors only.
- Traffic flow in the office will be labeled as one way, staff will be encouraged not to congregate in the office.
- The "Health Office" in the office will be strictly for well individuals (school nurse desk work, kids needing medications, kids with injuries, etc)

- All symptomatic individuals will be sent to the “ill waiting room” (old vision impairment room) and the nurse or delegated professional will be notified and meet the ill individual there. See “monitoring and excluding for illness” for further information about this.

Distance Learning in Elementary

In the event that we must transition to a distance learning model, a combination of physical packets and online instruction will be utilized at the elementary school. It will vary by grade level, and any change in learning model will be communicated with parents.

During distance learning we will provide our Special Education, English Learning Students and our students who are at risk of failing opportunities to come into our building for instructional support. The number of students in our building at any one time will not exceed 5% of our student population and they and our staff would adhere to social distancing parameters.

We will follow all the requirements found in the planning guide for schools if we need to move to distance learning.

- Contactless pick-up or delivery of meals and school materials will be available to all students.
- We will implement a school-age care program for critical workers.

Fulda High School COVID Planning

Hybrid Learning *with strict social distancing and capacity limits*

Overview

In order to meet the requirement of this learning model we will limit the overall number of people in school facilities and classrooms to 50% maximum occupancy and we will provide sufficient social distancing with at least 3 feet between people must occur at all times.

Maximum occupancy for each room in the school will be posted. The majority of our academic classrooms have a 50% capacity of 21.7 persons.

We will also limit the overall number of people on transportation vehicles to 50% maximum occupancy and develop a plan for contactless pick-up and/or delivery of meals and school materials for days that students and staff are not in the school building.

We will be following the Minnesota Department of Education and Minnesota Department of Health guidelines and notification procedures concerning student and staff COVID-19 exposure and positive testing.

Sanitizing and Cleanliness

- We will follow the recommended facility cleaning protocol.
- Masks will be allowed in building per district masking policy - all persons will be masked

- Hand-sanitizer in each room.
- No shared utensils.
- No drinking fountains. Just water bottles (the fountains will have the bottle fillers)
- Keep windows and doors open as much as possible
- In order to maximize classroom space - teachers will clear their classrooms of items not necessary for day to day instruction and place these items into storage.

Teacher and Student Arrival and Dismissal

- Teachers are in the building from 7:45 am - 3:15 pm.

Hallways and Lockers

- High School student locker spacing - use every other or every third locker.
- The 28 student lockers on the opposite side of the hallway from the 'old' Office will not be used in order to avoid congestion.

Cafeteria and Noons

- High School Choir - 2 sections, Noon A - grades 9/10 and Noon B - grades 11/12
- Jr High students and students not in Sr High Choir will have 45 minutes of Noon Study Hall.
- We will discontinue self-service food and beverage distribution, food will be individually packaged as much as possible. Food and beverages will always be served directly to students.

Building Administration

- The HS Principal Office will be relocated to the 'old' Office. This move by the building Principal will allow for better monitoring of students and allow for more space for student discipline and result in less traffic into the District Office. The High School Administrative Assistant will be in the outer 'old' Office - student access / interaction through sliding glass windows from 7:30-8:15. The current Principal Office located adjacent to the District Office will be used as an ill/symptomatic individual room.

Class Schedule

- Class times
 - 1st Hour 8:05 - 8:53
 - 2nd Hour 8:56 - 9:44
 - 3rd Hour 9:47 - 10:35
 - 4th Hour 10:38 - 11:26
 - Noon A 11:29 - 11:58
 - Noon B 12:01 - 12:30

 - 5th Hour 12:33 - 1:21
 - 6th Hour 1:24 - 2:12
 - 7th Hour 2:15 - 3:03

Office/Visitors

- Essential visitors only.
- All visitors / student pickups will occur at the District Office.

Distance Learning in High School

In the event that we must transition to a distance learning model, we will use online instruction that may be complemented with 'physical' instructional materials.

During distance learning we will provide our Special Education, English Learning Students and our students who are at risk of failing opportunities to come into our building for instructional support. The number of students in our building at any one time will not exceed 5% of our student population and they and our staff would adhere to social distancing parameters.

Any change in the learning model will be communicated with parents.

- Contactless pick-up or delivery of meals and school materials will be available to all students.
- We will implement a school-age care program for critical workers.