We are excited to get back to school on July 29, and while many precautions will be implemented to limit the spread of any virus, we recognize that we must balance our high expectations with empathy as we adapt and adjust when necessary. Teachers are already developing plans to do a great job supporting student learning whether students are participating in school or at home. With the closure of our schools last quarter, we have already found aspects of virtual learning that have endeared themselves to our new normal. As we move into the 2020-2021 school year, we expect to find even new practices and experiences that will be a source of joy for our students and staff.

Our reentry plans are based on guidance from the Hancock County Health Department and the CDC. These plans are fluid and will change as needed; however, our guiding principles will remain constant and serve as a measuring stick for future changes.
1. Safety and wellness for all stakeholders

The safety and wellness for our students, staff, and families are of paramount importance.

2. Opportunity for all students to learn at high levels

Recognizing that the needs of our students are more diverse than they have ever been, we are committed to providing for the highest level of learning for ALL students, whether virtual or in-person.

3. Family - School Partnerships

Especially during these difficult times, strong partnerships among all stakeholders are essential in achieving our core mission to engage, educate, and empower our students.
Keep children home if they are sick with any illness. When reporting illness to school, parents and staff will be asked if the symptoms are one of the listed COVID-19 symptoms. Any one of the following symptoms will require a student or staff member to stay home for symptoms not explained by other already known conditions:

- Fever or chills (100.0 degrees or higher).
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Headache
- Sore throat
- New loss of taste or smell

The school will discontinue perfect attendance incentives.

Parents should be prepared (with short notice) if the school (or classroom, club, team, etc.) is temporarily closed and/or if their child is sent home.

Self-screening of students and staff should occur each day before coming to school. Parents and staff will notify the school if any of the screening criteria are answered “Yes”.

Immunizations must be up to date and records provided to the school by the end of the day on August 25. By law, students without updated immunization records or waivers must be excluded from school on the 21st day of school.

Access to school facilities throughout the day will be limited to students and staff only.
We will enact enhanced cleaning procedures in all classrooms, common areas, and on high-touch surfaces. Additional hand sanitizer stations will be installed and frequent hand-washing will be mandated.

Barriers (plexiglass) will be installed in high traffic areas where possible. Barriers may also be used in other locations where social distancing is difficult.

Schools will practice social distancing in all areas. Masks/face shields are required when a distance of six feet cannot be maintained.

All students and staff will be expected to have a mask or face shield with them at all times. When social distancing is unreasonable or unlikely, students and staff will be required to wear masks/shields. We understand that masks may be difficult for some to wear and we will work to not make this a discipline issue for students. If a student continues to not wear a mask when required, they may be asked to participate in school virtually.

Students will be assigned seats in all areas possible.

Opportunities to adjust schedules to decrease transitions will be utilized when possible.

As we know, airborne transfer of COVID-19 virus is more likely through coughs and sneezing than through contact with hard surfaces. We will work to develop a culture where everyone properly manages coughing, sneezing, and proper handwashing.

We will provide several touchless water bottle filling stations in main areas of each school and for convenience, students are encouraged to bring water with them each day and/or purchase them in the cafeteria at breakfast and lunch times.

Basic supplies for students and staff will not be shared.

Students who experience learning outside of their school building (ICE, internships, peer-tutors, vocational, etc.) must maintain social distancing or wear a mask when social distancing is not possible.
STUDENT TRANSPORTATION

▶ Students will be required to wear a mask the entire time when they are on a bus.

▶ Bus seats will be limited to two students per seat and each student will be assigned a seat. Siblings will sit together whenever possible (up to three per seat).

▶ Social distancing will be required at the bus stop and when students enter and leave a bus or automobile.

▶ Students must continually wear their mask when they leave the bus or the automobile until they are in the classroom and properly socially distanced per direction of the teacher.

▶ Buses will be disinfected at the end of each day and before/after each route.

▶ Students, staff, and parents should be prepared for the transportation of students on buses to take more time than in the past.

▶ If at all possible, parents are encouraged to transport their child to school in lieu of riding the bus. Additionally, if parents elect to transport their child themselves, we ask that you continue with that plan for the remainder of the first semester.

▶ With the exception of special needs, shuttling students from one school to another will not be allowed. This is to decrease potential cross-contamination. Be aware that the YMCA will have a program in all three elementary schools and the middle school.

▶ Students will only be allowed to ride the bus they are assigned and must maintain the same pick-up and drop off location(s) for which they are assigned.

▶ Bus change requests/forms will be suspended for this year.

▶ Students who have parents living in two locations within our enrollment area are encouraged to ride to and from school in only one location.
TRANSITIONING

- Centralized congregation of students will be eliminated. Students will go directly to class after departing their bus or automobile. Masks are required during transitions.
- Release procedures will provide for staggered dismissal at the end of the day. Students will go directly to their bus or their assigned seat to await on the arrival of their vehicle. Masks are required during transitions.
- Transitions will be limited as much as reasonably possible during the school day.
- One-way travel patterns will be identified with markings in hallways and other high traffic areas.

SERVING MEALS

- Students will use their ID cards for touchless purchasing of meals. SchoolPay (via internet) is strongly encouraged for lunch account payments.
- Food lines will be marked for social distancing.
- Barriers will be placed as much as reasonably possible.
- Meal service times may be extended.
- Parents of students who are experiencing school virtually may pick up meals as determined by their food service department.

CONDUCTING LARGE GROUP GATHERINGS

- Field trips will not be scheduled for the foreseeable future.
- In-person convocations will not be scheduled for the foreseeable future.
- No indoor rentals of our school facilities will be allowed for at least the first semester.
- During athletic events and other performances, crowd sizes will be limited with markings on bleachers, etc. for social distancing. When events reach capacity, visitors/spectators will be expected to leave.
TEACHING & LEARNING

▶ Content will be first delivered to all students electronically via a Learning Management System or by other means as determined by their teacher/teacher teams. Blended learning and flipped instruction will be utilized on a continual basis.

▶ Students will be supported in their classroom or virtually as much as possible. Opportunities for reteaching, enrichment, social/emotional support, and motivational support will be provided to students as needed.

▶ We will be resuming traditional grading practices. Grading and assessments will be the same for virtual and in-class students. Due dates will be determined by the individual teacher. Virtual students should expect the same workload as in-class students.

▶ **In-Person and Virtual Students**
  - In-person students will receive blended instruction
    - *Since students attending school in-person may need to stay home on a temporary basis throughout the year, we will plan all introductory instruction to be delivered digitally.*
  - Virtual students will receive instruction digitally
    - *For parents who desire for their child(ren) to receive virtual education, we ask that those parents declare their child(ren) as virtual students for at least the first semester.*
    - *Virtual students will be able to participate in extracurricular activities.*
  - If a family event causes a need for a change from virtual to in-person, please contact your school’s principal for approval.

▶ Attendance for students will be recorded as follows
  - Present – *In-person (attend in building)*
  - Present – *Virtual (complete and submit all work on the date that it is assigned, or notify the teacher specific assignments that support is needed)*
  - Absent – *In-person (verified by parent calling the school)*
  - Absent – *Virtual (verified by parent calling the school and letting the school know their child is unable to participate in virtual learning that day)*

▶ Our regular policy for completing work during absences (in-person or virtual) is outlined in our student handbooks.
SOCIAL/EMOTIONAL & MENTAL HEALTH NEEDS

▶ We are launching Trust Based Relational Intervention for all elementary staff and students, as well as training for selected secondary staff.
▶ Each school will develop a plan to identify and individually support all students who are struggling with school work, feelings of isolation, or social interactions.

PROTECTING VULNERABLE POPULATIONS

▶ Plans and procedures will be developed in collaboration with staff and parents/guardians for medically fragile students.
▶ The use of personal protective equipment by staff members will be employed when necessary.
MITIGATING CONTAGION: When someone becomes sick at school

- Students/staff will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19. See “Return to school/work” below.

- Anyone coming into contact with a person who has been diagnosed with COVID-19 will be asked to stay home for two days and then get tested. Testing results will be reported to the school.

- Students will be placed in isolation if they are at school and it is determined they may have been exposed to COVID-19. Students/staff will be required to wear personal protective equipment as directed by the school nurse/clinic assistant. Parents should develop plans to pick their child up from school as quickly as possible should the school send the student home early.

**Return to school/work**

POSITIVE TEST SYMPTOMATIC
- Fever-free without medicine; and,
- Other symptoms have improved; and,
- At least 10 calendar days have passed since symptoms first appeared

POSITIVE TEST ASYMPTOMATIC
- At least 10 calendar days have passed since without symptoms; and,
- Release provided by healthcare provider

UNTESTED
- Fever-free 72 hours without medication; and,
- Other symptoms have improved; and,
- At least 10 calendar days have passed since symptoms first appeared
  - Repeated cycles of symptoms for untested students may cause that student to become a virtual student.

- COVID-19 SYMPTOMS FOR NON-COVID REASONS
  - A note from a physician will be required stating the symptom is non-COVID-19 related in order for a student or staff member to return to school, OR
  - The student or staff member was tested and the test was negative
MITIGATING CONTAGION continued

- Exposure to COVID-19, but no symptoms (Contact tracing)
  - If contact with someone who has tested positive for COVID-19 for longer than 15 minutes, a 14 day isolation is required.

- Procedures will be developed for communicating to the school’s staff and parents in the event of student/staff infection. This will likely involve a temporary closing of a classroom or the school.

- Custodial and transportation staff will deep clean/disinfect the building, buses, furnishings, and equipment prior to the return of any student/staff member.

- The Hancock County Health Department will be notified when students or staff are confirmed to be positive for COVID-19.

GOING FORWARD

Details of our plans and procedures are fluid and likely to change as we receive more guidance.

We are also keenly aware of new developments happening throughout our country, state, and central Indiana. And, while we may see further developments in the coming days, rest assured that we are taking everything into consideration if/when we need to make further changes to our reentry plan. As always, we continue to seek guidance from Hancock County Health Department who receives direction from the state health department and the CDC.

As of today, MVCSC is still on task to start school on July 29.