

# McCleary School District

## Reopening Plan

### Version 2.1

### 2020-2021

### Overview

In mid December, Superintendent of Public Instruction, Chris Reykdal, and Governor, Jay Inslee, directed schools to do what is necessary, within the new health guidelines, to begin transitioning students back into schools for in person learning. In addition, the Department of Health Decision Tree was updated and changed to a toolkit for schools regarding reopening.

With this directive, McCleary began in earnest developing a plan for our youngest learners to be in person. A team of teacher leaders, classified staff and administration worked the Friday before winter break to determine who would return, in what format they would return and what needed to happen in order for everything to be in place for students and staff to return. This team met again the first week back from break to develop the best possible plan for reopening school given the guidelines and rules of the following agencies:

- Grays Harbor County and Washington State Departments of Health
- The Department of Labor and Industries
- Office of Superintendent of Public Instruction
- The Governor's Office

*Student, Staff and Community Safety* continues to be the priority for everyone.

We believe it is in our students' best interests, academically and socially, to be in school learning with the support of their teacher and other staff. Due to the small class sizes in grades K-2, we are able to accommodate all of our students for a five-day school week in person. This model allows our youngest learners to have access to learning in very small classes of 10-15 where teachers will work to support students in the recovery of lost skills from the closure since March. At this time we will be bringing Preschool through 2<sup>nd</sup> grade back to in person learning on Tuesday, January 26<sup>th</sup>. As soon as a routine is established and we are able to demonstrate we can keep students and staff safe we will bring back 3<sup>rd</sup> grade. We are hoping this happens by mid February.

As a district we are committed to providing a quality education for all of our students, regardless of the model we find ourselves in throughout this school year. We will stay updated on health and safety standards, trends in county positive case numbers and guidance/requirements from regulatory agencies.

As a district, we understand anything short of opening school, as we knew it before the pandemic, will cause stress on families. It is always our intent to support families and provide services to ease your burden, unfortunately this pandemic changes how we are able to provide these supports to families. Your patience and understanding is appreciated during this unprecedented time.

| TOPIC                              | PLAN  |
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| <b>Student Arrival / Dismissal</b> | <ul style="list-style-type: none"> <li>• Parents will arrive at the school between 8:10-8:20 with <b>students remaining in the vehicle</b> until a staff member is able to take their temperature or it is 8:20, whichever comes last.</li> <li>• Each grade will have specific drop off locations:</li> <li>• Kindergarten, 1<sup>st</sup> grade and the 1<sup>st</sup>/2<sup>nd</sup> grade classes will drop off at the front of the building by driving into the parking lot through the alley. 1<sup>st</sup> grade students will enter the building through the front doors. Kindergarten students will enter through the gate to the blacktop by the portable at the west end of the building and enter through the exterior doors to their classroom. The 1<sup>st</sup>/2<sup>nd</sup> grade class will also enter through this gate to go to the portable located on the playground.</li> <li>• 2<sup>nd</sup> grade families will pull up along the bus lane in front of the building. Students will enter through the end doors on Main Street by the gravel parking lot.</li> <li>• When 3<sup>rd</sup> grade returns to in person instruction, families will pull up along the bus lane in front of the building. Students will enter through the end doors by the gravel parking lot.</li> <li>• Students that walk to school will arrive to school at 8:20 and wait along the sidewalk in front of the classroom windows at the east end of the building. After they have provided the staff member their coupon attestation and have their temperature taken. They will enter the building according to the parent drop off instructions above.</li> <li>• Students riding the bus to school will have assigned seats and load the bus from the back to the front to limit contact with others. Masks must be worn by everyone on the bus. Physical distancing will be implemented as much as possible, but may not always be possible.</li> </ul> |
| <b>Staff Arrival/ Dismissal</b>    | <p>At Home:</p> <ul style="list-style-type: none"> <li>• Complete the Qualtrics Attestation prior to leaving home</li> </ul> <p>Arrival:</p> <ul style="list-style-type: none"> <li>• Enter the building through designated entry</li> <li>• Check temperature with provided thermometer</li> <li>• Enter <b>ALL</b> information on Contact Tracing Form</li> <li>• Use alcohol wipe to wipe down thermometer, pen and anything else you touched</li> </ul> <p>Dismissal:</p> <ul style="list-style-type: none"> <li>• Sign out on the same Contact Tracing Form you signed in on with the time of departure</li> <li>• Use alcohol wipe to wipe down items touched</li> </ul>  |

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| <b>Student Pick-Up/ Drop Off During Day</b> | <ul style="list-style-type: none"> <li>• Parent arrives at the front of the building by main doors</li> <li>• Parent calls the main office upon arrival at the school <ul style="list-style-type: none"> <li>○ (360) 495-3204</li> </ul> </li> <li>• Parent remains in the car while student is sent out to parent</li> <li>• Staff will watch the student from the doorway to ensure the student is safely delivered to the vehicle</li> <li>• Parents may not enter building</li> </ul>   |
| <b>Health Screenings</b>                    | <ul style="list-style-type: none"> <li>• Students and staff will be required to do a daily health screening, which is called an attestation. If the student does not have the attestation complete upon arrival at school they will not be allowed to attend class until confirmation is received from guardian. The attestation will be done through a coupon book slip completed at home and handed to the adult upon arrival at school. Temperatures will be taken daily upon arrival at school, prior to entry to the building.</li> <li>• Parents please do not send your student to school if they have COVID-19 related symptoms (congestion/runny nose, nausea/vomiting/diarrhea, sore throat, headache, fatigue/body aches, cough, difficulty breathing, and/or loss of taste/smell) or if they have a temperature over 100.4 degrees (without fever reducing medication). Please have them stay home. Students with symptoms or a temperature will be sent home.</li> </ul> |
| <b>Recess</b>                               | <ul style="list-style-type: none"> <li>• One grade level recess</li> <li>• Physical distance coaching</li> <li>• Designated classroom areas (covered area, blacktop, field)</li> <li>• Each class has their own play equipment, no sharing with other classes or other students</li> <li>• Staff will handle issues on playground. Only in emergency cases should the office be called to assist</li> </ul>   |
| <b>Meals Grades 3-8</b>                     | <ul style="list-style-type: none"> <li>• Grab and Go Breakfast and Lunch at the front of the building</li> <li>• Service from 11:30-12:15</li> </ul>  |
| <b>Meals</b>                                | <ul style="list-style-type: none"> <li>• One grade level at a time</li> <li>• Social distance at lunch tables (all facing one direction, 6' apart)</li> <li>• Assigned seats</li> <li>• Breakfast will be sent home the previous day with students to eat at home</li> <li>• All food will be served by staff to students sitting at the table</li> <li>• Clean, sanitize surfaces and disinfect touch points between groups</li> <li>• Clean tables between each group. Use spray of water/soap mix and sanitize.</li> </ul>   |
| <b>Special Services</b>                     | <ul style="list-style-type: none"> <li>• Small-groups with distance strategies</li> <li>• Small group via Zoom as appropriate</li> </ul>  |

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|   | <ul style="list-style-type: none"> <li>• Staff with special needs students will have additional PPE options</li> </ul>   |
| <b>Student Technology</b>                                 | <ul style="list-style-type: none"> <li>• Student will clean with an alcohol wipe after use</li> <li>• Each student will have a device assigned to them</li> </ul>  |
| <b>Supplies</b>   | <ul style="list-style-type: none"> <li>• Non-communal sharing-student specific</li> </ul>  |
| <b>Cubbies</b>  | <ul style="list-style-type: none"> <li>• Individualized (no sharing)</li> <li>• Student supplies in individual desks or individual container</li> </ul>  |
| <b>Classroom</b>  | <ul style="list-style-type: none"> <li>• Desks facing front of room</li> <li>• Hand sanitizer in each classroom</li> <li>• Floor visuals (sit spots) to show student proper location of their seat to ensure 6' apart</li> </ul>   |
| <b>Continuous Learning 2.0</b>                            | <ul style="list-style-type: none"> <li>• Zoom into live instruction during the designated learning times</li> <li>• Complete assigned work on own time</li> <li>• Grade 3: <b>Daily</b> teacher presented/prepared lessons for English Language Arts, Mathematics and Social Studies or Science (20 + minutes via Seesaw for each content at designated time) Zoom with whole class for follow up to instruction and independent work.; <b>Weekly</b> individual check in with student and family.</li> <li>• 4-5: <b>Daily</b> teacher presented/prepared lessons for English Language Arts, Mathematics and Social Studies or Science (20 + minutes via Google Classroom for each content at designated time) Zoom with whole class for follow up to instruction and independent work.; <b>Weekly</b> individual check in with student and family.</li> <li>• 6-8: <b>Daily</b> class periods for English Language Arts, Mathematics, Science and Social Studies; <b>Weekly:</b> individual check in with student and family.</li> </ul> |
| <b>Hand Washing or hand sanitizer (60%+ alcohol)</b>      | <ul style="list-style-type: none"> <li>• Bus students wash hands prior to leaving their home</li> <li>• In classroom (upon arrival, going/returning to recess, prior to/after eating, before school departure)</li> <li>• After bathroom use</li> </ul>  |
| <b>Hand sanitizer (60%+ alcohol)</b>                      | <ul style="list-style-type: none"> <li>• Not a substitute for hand washing or effective on dirty hands</li> <li>• Hands should stay wet for 20+ seconds</li> <li>• Fragrance Free</li> </ul>   |
| <b>Face Coverings- Three layer cloth or surgical mask</b> | <ul style="list-style-type: none"> <li>• Worn by students and staff at all times, except when eating or drinking; if staff member is working in isolation, a mask is optional</li> <li>• Exceptions: Students can wear face shields if they have a disability or diagnosed breathing condition and note from physician</li> </ul>  |
| <b>Other PPE for staff</b>                                | <ul style="list-style-type: none"> <li>• Face Shields available if needed in addition to face covering</li> <li>• Gowns available</li> <li>• Gloves available</li> </ul>   |

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|  | <ul style="list-style-type: none"> <li>• PPE provided at no cost to employee</li> <li>• Use disposable gloves when using shared items such as tools or supplies</li> </ul>   |
| <b>Drinking Fountains/ Water</b>           | <ul style="list-style-type: none"> <li>• Unavailable for use</li> <li>• Students will need to provide water bottles as drinking fountains will be closed</li> </ul>  |
| <b>Safety Skills to Teach</b>              | <ul style="list-style-type: none"> <li>• Hand washing procedures and frequency</li> <li>• Do not touch face</li> <li>• Safe way to take off and put on face coverings</li> <li>• Keep hands/fingers to self</li> <li>• When crossing paths with someone, turn your head away from the person</li> <li>• Recess interactions</li> </ul>   |
| <b>Bus</b>                                 | <ul style="list-style-type: none"> <li>• Health screening via green coupon will be parent responsibility prior to student leaving the house</li> <li>• Ventilation, open windows-third window on each side behind the driver, ¼ of the way down</li> <li>• Load bus from the back to front, students in front get off first on route</li> <li>• Assigned seats; siblings may be required to sit together</li> <li>• Students must wear proper face coverings</li> <li>• Empty garbage on bus at end of day</li> <li>• Driver – 6’ around driver; first 2 seats not used</li> <li>• Driver wear face covering</li> <li>• Driver tracks daily attendance on bus (to aid contact tracing)</li> <li>• Personal items left on bus will be placed in garbage bag and labeled with student name. Items will be provided to classroom teacher.</li> <li>• Sanitize bus daily</li> <li>• Para with special needs student will wear face covering and optional face shield/gloves</li> </ul> |
| <b>Suspected Exposure</b>                  | <ul style="list-style-type: none"> <li>• See McCleary School District Symptom Flow Chart at the end of this document</li> </ul>  |
| <b>Staff/ Students with COVID Symptoms</b> | <ul style="list-style-type: none"> <li>• Isolate then clean and disinfect area</li> <li>• Send home immediately</li> <li>• Cordon off any areas where person worked or touched surfaces</li> <li>• Do not send potentially ill student to office. Call office and someone will come to the class to check the student (avoid further school contamination)</li> <li>• Staff caring for COVID symptom individuals will wear advanced PPE in triage room KN95 mask, gloves, face shield and gown</li> </ul>  |
| <b>Students with Non-COVID care needs</b>  | <ul style="list-style-type: none"> <li>• Care will be in the classroom. Extra ice packs and bandaids will be stored in classrooms</li> </ul>   |

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|                                  | <ul style="list-style-type: none"> <li>Other non-COVID symptom care will be in office on rare occasions, if not able to handle in classroom</li> </ul>  |
| <b>Cleaning Procedures</b>       | <ul style="list-style-type: none"> <li>The District is utilizing an EPA approved spray disinfectant with a misting wand that is sprayed on surfaces and allowed to dry. This is done daily in classrooms and/or as cohorts change throughout the day.</li> <li>Lunch cleaning occurs after each class leaves the lunchroom using bleach water for cleaning. Each table is disinfected utilizing the process above in between cohorts.</li> <li>Bathrooms are cleaned and disinfected daily. For bathrooms shared by more than one class, mid-day cleaning and disinfecting will occur.</li> <li>All high touch areas will be cleaned throughout the day.</li> <li>Classrooms will be cleaned and disinfected at the end of each day and when cohorts change mid-day prior to the new cohort entering the space.</li> <li>Any materials shared by students will be cleaned between student use. *Note: In most instances materials are not shared between students.</li> <li>Buses are cleaned and disinfected at the end of bus routes.</li> <li>Any time an outbreak occurs, cleaning and disinfecting of all infected spaces will be closed, cleaned and disinfected prior to use by the cohort.</li> <li>All classrooms have been equipped with a solution of soap and water, absorbent paper towels and alcohol wipes that are safe for student use in cleaning their own space. This is done only with adult supervision and on an as needed basis.</li> </ul> |
| <b>Break Room</b>                | <ul style="list-style-type: none"> <li>Maintain 6' apart when eating</li> </ul>   |
| <b>Air Filtration</b>            | <ul style="list-style-type: none"> <li>ASHRAE Filter Rating of <b>MERV 8-13</b></li> <li>Increase circulation of outdoor air into classrooms (Windows Open)</li> <li>Air purifiers with HEPA filters</li> </ul>   |
| <b>Continuous Learning Model</b> | <ul style="list-style-type: none"> <li>Grade 3 Seesaw</li> <li>4-8 Google Classroom</li> </ul>  |
| <b>Social Emotional Learning</b> | <ul style="list-style-type: none"> <li>Survey students (ACES)</li> <li>Determine mental health needs of students</li> <li>Focus on wellness</li> <li>Google sheet for student concerns for contact by designated adult</li> </ul>   |
| <b>Parent Support</b>            | <ul style="list-style-type: none"> <li>Grade level meetings via Zoom held the week preceding start day</li> </ul>   |
| <b>Bathrooms</b>                 | <ul style="list-style-type: none"> <li>Each classroom will have an identified bathroom</li> <li>If a bathroom is shared between two classes, mid day cleaning will occur</li> </ul>   |
| <b>Focused</b>                   | <ul style="list-style-type: none"> <li>Certificated staff will work with their grade level partner to identify the</li> </ul>   |

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| <b>Standards</b>                | critical standards for their grade level, determine resources available to teach those standards and create common formative assessments to determine student understanding for reteaching or acceleration.   |
| <b>Professional Development</b> | <ul style="list-style-type: none"> <li>• SEL</li> <li>• Racial Literacy</li> <li>• Staff and Student Safety protocols</li> </ul>  |
| <b>Hallways</b>                 | <ul style="list-style-type: none"> <li>• Use floor spots to identify 6' apart</li> <li>• Students passing in opposite directions, turn head away from other person towards wall</li> <li>• Each side of hallway has one-way traffic flow</li> </ul> |