



# WMUCSD Return to Learn Plan

Revised 9/2/20

These plans will help guide the school during the 2020-21 school year to determine when it is best to utilize one of three learning plans: 100% On-site, Hybrid Model, or Virtual/Remote Learning. This document will help provide a clear understanding of how these plans will function by identifying student learning practices, health and safety procedures, lunch procedures, recess expectations, and transportation. In some cases the procedures will be identical no matter what plan is in place. Our district, along with other districts in Henry County (WACO, New London, Mt. Pleasant) will use the <https://coronavirus.iowa.gov/pages/case-counts> website and state guidance to determine the need to move from one plan to the next. These decisions will have a minimum notice of 24 hours.

**NOTE: Some details of this plan may be revised as new information or guidance is available.**

**IDPH=Iowa Department of Public Health**

**HCPH=Henry County Public Health**

**CDC=Center for Disease Control**

## Onsite Learning

100% of our students will be in attendance during this time. Attendance is required as in a normal school year. An online learning option will be available for families who choose not to send their student back to school (e.g. health reasons concerning students or family members, other safety concerns).

The Winfield-Mt. Union Community School District online learning will be provided by Edgenuity. Families interested in learning more about the online learning process should contact the elementary or secondary office to obtain more information. Online learning will be developed on an individual basis.

## Academic Requirements

All students will move throughout the building. Elementary (PK-5) students will be provided music, art, PE, and library classes. All secondary students will move to their respective classes throughout the school day which will also include music, band, art, PE, and exploratory classes. This will include classes with mixed grade level students at times. Students may have assigned seats that they will sit in daily or regularly throughout the day.

Teachers will analyze academic learning standards that students might have missed in April and May of 2020. Teachers will combine this work with use of screening data during the first few weeks of the 2020-2021 school year. The data we use will include early warning system data from 2019-2020 (i.e. universal screening, behavior referrals, attendance, grades); screening data from Fall 2020 in literacy, math, and/or behavior; assessments from curriculum materials; and locally-developed assessment processes and tools (i.e. formative, summative). We will communicate gaps with parents and students through email messages, text messages, online meetings, phone calls, or in-person parent-teacher conferences as feasible.

Instructional strategies will facilitate grade-level learning while addressing any missed prior learning (i.e. scaffolding up age- and grade-level learning with prior standards, bundling of standards). We will also provide teachers and instructional staff with added opportunities to collaborate around student learning data to inform instructional planning, differentiation, and intervention determinations (i.e. MTSS) for both academic and social-emotional-behavioral health.

We will continue to monitor data through use of these measures:

- credit accrual and on-track for graduation.
- number and type of technology needs across teachers/staff, students, and families; and number and type of instructional resources needed for families.
- documentation that instructional support has been provided to students and families.
- historical academic early warning system data - universal screening data (e.g., FastBridge, MAP, ISASP)
- historical academic early warning system data - grades (i.e. letter grades, standards-based grading, courses with high number of students struggling)
- historical academic early warning system data - credit accrual (i.e. course failures, students graduating in four years/five years)
- “pre-assessment” when students return to learning for the 2020-2021 school year - new collection of universal screening data
- “pre-assessment” when students return to learning for the 2020-2021 school year - assessments from curriculum materials
- “pre-assessment” when students return to learning for the 2020-2021 school year - locally-developed common formative assessment.

## **Social Distancing**

We believe that social distancing is a necessary mitigation measure. The recommended social distance guidelines will be followed to the best of our ability throughout the building.

## **Health and Safety**

The district will proactively review data relating to illness and work in conjunction with the department of education and the department of public health to make decisions regarding school closures. The district has developed a decision making matrix to help inform all stakeholders of the process for proactive planning - note this matrix is a guide. Please see the [decision making matrix](#) located in the appendix.

Our health and safety team consists of Gabe Wylder, Elementary Principal; Dave Edwards, MS/HS Principal; Brooke McArtor, Kendra Connop; Jill Townsley, Jeff Maeder, Superintendent; and Mark Anderson, Head Custodian.

All employees of the Winfield-Mt. Union Community School District will complete the Department of Education required health and safety modules to prepare for student health measures.

We have several measures in place to monitor the health and safety of our students and staff. The district has purchased sanitizing machines. The machines will be used at the completion of each school day and on buses after each route. Teachers will be provided with additional sanitation spray and wipes that can be used to disinfect tables, desks, and chairs regularly. Hand sanitizer dispensers are available in each classroom. When students (6-12) enter the room between class changes they are expected to sanitize their hands. Elementary teachers will designate times throughout the day to sanitize hands.

## **Restrooms**

Restrooms will be disinfected regularly throughout the school day.

## **Drinking Fountains**

Drinking fountains will be used for filling water bottles only. Fountains will be disinfected regularly throughout the school day. Students are asked to supply their own water bottles.

## **School Nurse**

The school nurse's office will have two rooms this coming year. The main room will treat students that have needs other than those with symptoms that are associated with COVID-19. Students that are assessed to have symptoms of COVID-19 will be isolated in a separate room

that is convenient for the nurse to provide adequate supervision. Students and staff with two or more symptoms will be considered as potentially being positive for Covid-19 and will follow the exclusion from school. They will be referred to their primary physician for a statement before returning to school.

The district has purchased several infrared digital thermometers to use as needed. Please do not give your child Ibuprofen or Tylenol to reduce a fever in order to send them to school. If your child has a fever, it is expected that they do not attend school for the next **72** hours in accordance with guidance from the Iowa Department of Public Health.

## Screening

The current CDC guidelines do not require screening of all students or employees for COVID-19 prior to entering the school building. Districts are strongly encouraged to communicate information to parents and employees about the symptoms of COVID-19 and require them to self-screen prior to coming to 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, they will be sent home immediately. Students may be offered a mask if they exhibit any of the “exclusion from school” symptoms.

## Exclusion from School

Students and employees will be excluded from school if they test positive for COVID-19 or exhibit symptoms of COVID-19 based on CDC Guidance that is not otherwise explained:

High Risk Symptoms are designated as a new cough, shortness of breath or difficulty breathing, new loss of taste and smell, or a combination. (8/28/20)

Low risk symptoms include fever, headache, muscle and body aches, sore throat, diarrhea, fatigue/tiredness, congestion or runny nose, nausea, and vomiting. (8/28/20)

**NOTE:** If one high risk or two or more low risk symptoms are present, the student or staff member will be excluded from school using the protocol below.

## Return to School After Exclusion

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

**Untested.** Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:

- a. They have not had a fever for at least **24 hours** (that is one full day of no fever without the use medicine that reduces fevers); **and**
- b. Other symptoms have improved (for example, when your cough or shortness of breath have improved); **and**
- c. At least ten (10) calendar days have passed since your symptoms first appeared.

**Tested.** Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following three conditions are met:

- d. They no longer have a fever for 24 hours (without the use of medicine that reduces fevers); **and**
- e. Other symptoms have improved (for example, when your cough or shortness of breath have improved); **and**
- f. They have received a negative test and 24 hours fever free without medications

**Positive test with no symptoms.** Persons who have not had symptoms but test positive for COVID-19 may return when ten (10) days have passed without symptoms.

**Alternative diagnosis.** Physicians may diagnose an alternative diagnosis such as allergies, sinus, bronchitis, cold, ear infection, etc. Students may return when symptoms have improved.

As IDPH guidelines are updated, our Exclusion to School will follow those guidelines. IDPH and CDC current guidelines will be followed at that time. Medical providers documentation will be followed first along with HCPH and IDPH directives.

## **QUARANTINE RULE: (updated 12/09/2020 due to changes per CDC)**

**The CDC and IDPH have recently changed quarantine rules for in-home quarantine, they are as follows:**

**May release after 7 days of in-home quarantine if:**

**\*NO Symptoms during the 7 days**

**\*Negative test taken on day 5 or later of quarantine (results turned into school)**

**\*During the remaining 7 days of quarantine you must daily symptom monitor, wear a mask at all times, and practice social distancing.**

**May release after 10 days of in-home quarantine if:**

**\*NO symptoms during the 10 days**

**\*No testing needed**

**\*During the remaining 4 days of quarantine you must daily symptom monitor, wear a mask at all times, and practice social distancing.**

[\\*See appendix for additional details](#)

## **Siblings or Other Students in the Household**

If a student is excluded from school due to COVID-19 symptoms or has had a positive COVID-19 test, his or her siblings or other students living in the same household will be questioned and, if they exhibit symptoms, they will also be excluded from school. WMU will work with HCPH in determining household members and quarantine directions.

## Face Coverings and other Safety Practices

We believe the use of face coverings and other safety practices provide WMU with the best opportunity to remain open and to keep students and staff safe.

School employees will be required to wear face coverings while performing their duties. **On Nov. 11th, the WMU school board approved the additional requirement that masks are now required to be worn in school by both students and staff in all school facilities.**

~~Face coverings will be recommended for students, with the following exceptions approved by the school board on August 19th: face coverings will be required for buses, band and vocal music, Science Lab work, FFA Ag Labs and Family Consumer Science cooking labs.~~

Medical exemptions signed by a doctor will be followed.

## Confirmed Case of COVID-19 in the School Building

If there is confirmation that a person infected with COVID-19 was in a school building, the district will be in communication with the local health department. The district will continue to work with the Department of Public Health to ensure the safety of all students, staff, and families.

## Arrival/Dismissal

**Students and staff are expected to arrive and dismiss from school facilities using an appropriate face covering.** Parents or other adults who need to enter the building regarding student arrival or dismissal are expected to wear a face covering. Parents or other adults will need to use the lobby entrance when entering the school and must check in with Central Office staff.

## Lunch Procedures

We will practice social distancing during this time and will utilize additional space. More tables will be used to accommodate lunch to function in a timely manner.

## Recess

Students will have recess with groupings and scheduling considerations made for social distancing.

## Transportation

Seats will be assigned for the purpose of health and safety; siblings or household members will sit together. Face coverings are expected to be worn on the bus and in other school vehicles. Buses/school vehicles will be disinfected after every route or trip.

## Social/Emotional/Behavioral Health

We may periodically survey families, staff, and students to determine the social/emotional/behavioral health needs of those groups. Our counselor is putting together a list of resources available to our students, staff, and families which will be available in August. Families are encouraged to reach out if additional concerns arise.

## Visitors in the School

Visitors will be discouraged in all school buildings and limited to just those having a direct educational or social-emotional benefit to students. This would include Area Education Staff, student teachers, Department of Natural Resources, and others approved by WMU Administration for the benefit of our children. Face coverings will be expected for all visitors that enter into the school building.

## Hybrid Model

The hybrid concept will allow us to expand on our health and safety protocols, but it will also provide a much needed face-to-face education for our students. Our hybrid model will be an AM/PM model as we feel that it is important to meet face-to-face with every student every day. However, students may be expected to connect remotely with their teachers during the school day. The Iowa Department of Education (IDOE) has a mandated minimum requirement that at least 50% of all instruction must be offered face to face, or onsite. Additional requirements are possible for students to complete online or otherwise outside of school.

## Academic Requirements

Students will be assigned an AM or PM attendance time 8:00-11:15 & 12:15-3:30. This will allow us to continue to run our bus routes once per day. **Students who ride the bus will attend school in the afternoons (PM).**

For PK-5 students, the academic focus will be on Literacy and Math. Material that pertains to Social Studies and Science concepts will be integrated into the Literacy curriculum. Specials and recess may be delivered in a nontraditional manner during this time.

For 6-12th students, all courses will be taught with the actual schedule still to be determined.

(11:15-12:15) Teachers and Staff will be provided this time to have a duty free prep and lunch.

## Social Distancing

We believe that social distancing is a necessary mitigation measure. The recommended social distance guidelines will be followed to the best of our ability throughout the building.

## **Health and Safety**

We have several measures in place to monitor the health and safety of our students and staff. The district has purchased sanitizing machines. The machines will be used at the completion of each school day and on buses after each route. Teachers will be provided with additional sanitation spray and wipes that can be used to disinfect tables, desks, and chairs regularly. Hand sanitizer dispensers are available in each classroom. When students (6-12) enter the room between class changes they are expected to sanitize their hands, or wash with soap if sinks are available in the classroom. Elementary teachers will designate times throughout the day to sanitize/wash hands.

## **Restrooms**

Restrooms will be disinfected regularly throughout the school day.

## **Drinking Fountains**

The only portion of the drinking fountain that will be available is the bottle fill station. It is recommended that your child bring a water bottle for school use.

## **School Nurse**

The school nurse's office will have two rooms this coming year. The main room will treat students that have needs other than those with symptoms that are associated with COVID-19. Students that have symptoms of COVID-19 will be isolated in a separate room that is convenient for the nurse or designated personnel to provide adequate supervision. Students and staff with two or more symptoms will be considered as potentially being positive for Covid-19 and will follow the exclusion from school. They will be referred to their primary physician for a statement before returning to school.

The district has purchased several infrared digital thermometers to use as needed. Please do not give your child Ibuprofen or Tylenol to reduce a fever in order to send them to school. If your child has a fever, it is expected that they do not attend school for the next **24** hours in accordance with guidance from the Iowa Department of Public Health.

## **Screening**

Whenever the school moves into the hybrid model student temperatures will be required before entering the building. The district has purchased several infrared digital thermometers and additional staff will assist in taking a student's temperature.

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self-screen prior to coming to 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, they will be sent home immediately. Students may be offered a mask if they exhibit any of the “exclusion from school” symptoms.

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## **Confirmed Case of COVID-19 In the School Building**

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## **Lunch Procedures**

**Lunch Procedures:** AM session students will receive a grab and go lunch that they may take with them to eat (lunch will be optional as typical fees will apply). PM Session students will receive lunch as they enter the building at 11:45 AM. Social distancing practice will apply during this time. We will utilize more tables and nearby spaces around the cafeteria to allow for greater spacing for lunch. Other spaces may also be used such as classrooms for students to eat their lunch.

## **Breakfast Procedures**

AM session students may eat breakfast at school from 7:30-8:00 AM.

PM session students will be provided a grab and go breakfast for the following morning.

## **Transportation**

Seats will be assigned for the purpose of health and safety; siblings or household members will sit together. Face coverings are expected to be worn on the bus and in other school vehicles. Buses/school vehicles will be disinfected after every route or trip.

## **Social/Emotional/Behavioral Health**

We may survey families, staff, and students. The survey results would be used to determine the social/emotional/behavioral health needs of those groups. Our counselor is putting together a list of resources available to our students, staff, and families which will be available in August. Families are encouraged to reach out if additional concerns arise.

## **Visitors in the School**

Visitors will be discouraged in all school buildings and limited to just those having a direct educational or social-emotional benefit to students. This would include Area Education Staff, student teachers, Department of natural Resources, and others approved by WMU Administration for the benefit of our children.

## Off-site Required Continuous Learning

Remote learning will commence if an outbreak occurs, or if Governor Reynolds closes Iowa schools.

Attendance will be taken and participation **IS** required. (More direction from the school district and Dept. of Education will be provided.)

Students will be provided with district owned technology, as well as additional broadband access for households that indicate a need for the express purpose of online learning. Other qualifying factors will be required.

Canvas will be our K-12 learning management system. Preschool will use an option given at a later time.

Coursework will be assessed and graded within 6th-12th grades.

Standards and benchmarks will be assessed within the preschool-5th grades.

Agreed upon delivery platform: Teachers will provide a combination of live lessons, recorded lessons, and independent practice opportunities for students. All live lessons will be recorded and accessible to students at later times.

Where to find postings: Teachers will utilize Canvas for detailed instructions for assignments.

Agreed upon communication tools and frequency: Zoom will be used. Power School/Canvas will be used to record and track student attendance, work completion, and grades.

### PK-12 Student Guidelines

- Attend learning sessions on time or watch recordings later
- Engage in lessons and discussions created for classrooms
- Act and dress appropriately for online learning sessions
- Practice effective communication with your teachers and fellow students

- Turn in assigned work on time
- Complete work with academic integrity
- Follow district technology acceptable use policies

### **PK-12 Family Guidelines**

- Establish consistent daily routines for students
- Establish a location for appropriate online interaction
- Engage with your student(s) to assure completion of assigned work
- Attend training sessions for parents on how to access assignments and assist your students with technology
- Monitor and help your student adjust to stress and anxiety
- Contact your student's teachers when a session is not attended due to illness (assure he or she watches the session at a later time)
- Monitor Canvas for assignment expectations (preschool will use an option given at a later time)

## **Appendix**

- [Decision Making Matrix](#)
- [Iowa Department of Public Health Guidance Protocol](#)
- [Iowa Department of Education - Reopening Safely Guidance](#)