

**SHELBYVILLE CENTRAL SCHOOLS
REOPENING PLAN
2021-22**

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**COVID-19 HEALTH AND SAFETY
REOPENING PROTOCOL**

PREFACE

The Shelbyville Central Schools' Reopening Plan is intended to outline the protocol required for school operations to recommence under the current pandemic environment. The district will use guidance from the Center of Disease Control (CDC) to update the reopening throughout the 2021-22 school year.

Shelbyville Central Schools started school on August 5, 2020 and maintained on site instruction all year at all levels. The district and Shelby County data below illustrates our protocols for COVID-19 were successfully implemented.

2020-21 COVID-19 District Data

Overall reported COVID-19 positive cases percentage for each school for the 2020-2021 school year.

Golden Bear Preschool- 3.3%
Coulston Elementary School- 4.3%
Hendricks Elementary School- 4.2%
Loper Elementary School- 4.5%
Shelbyville Middle School- 6.7%
Shelbyville High School- 8.2%

Shelby County vaccine data as of July 1, 2021 accessible at

<https://www.coronavirus.in.gov/vaccine/>.

Fully Vaccinated Individuals ages 12 and older in Shelby County- 51%

Shelby County COVID-19 tests administered and positive cases data accessible at

<https://www.coronavirus.in.gov/2393.htm>.

Total COVID-19 tests administered in Shelby County- 59,664

Total positive cases- 5,034 (8.44%)

Shelby County's Weekly 2-Metric Score is 0.5, blue advisory level.

The Reopening Plan for the 2021-22 school year will provide parents, students and employees information on COVID-19 symptoms, resources and mandatory reporting procedures.

Given the uncertainty of the pandemic environment, the District will continually monitor two factors:

1. the ability to maintain a safe and healthy environment and
2. the prevalence of COVID-19 in our community.

As this plan sets forth the action for the beginning of the school year, it will likely fluctuate based on the reevaluation of the two above factors. District staff will stay in continual contact with the Shelby County Health Department to ascertain the status of COVID-19 in Shelbyville. Changes in the plan will be communicated with staff, students, parents and the school community via principals' listservs, the instant messaging system and the district's webpage. <https://scs.shelbycs.org/> While there has been much consideration given to the safe reentry of students and staff, parents and the school community need to know that it is impossible for us to eliminate the possibility of COVID-19 spreading in the school environment.

In conjunction with the Shelby County Health Department and Shelbyville Central Schools, we will provide a unified response to confirmed cases of COVID-19. Together, we will keep our school community informed.

We look forward to having students back on the Shelbyville Central Schools' campus. Thank you for your support as we reopen for the 2021-22 school year.

Sincerely,
Mary Harper
Superintendent

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Acknowledgements

This plan was developed by utilizing the Indiana Department of Education's IDOE IN-CLASS COVID-19 Health and Safety Re-Entry Plan. Changes in the reopening plan will be based on new guidance from the Center of Disease Control (CDC), Governor Holcomb's Executive Orders and approval from the Shelby County Health Department.

A special thank you to representatives from the Shelby County Health Department and Major Health Partners for providing input on the 2020-21 Reopening Plan which was the basis for the 2021-22 plan.

Dr. Chris Loman, MHP and Shelby County Health Officer
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Ryan Claxton, MHP Vice President of Business Development and Strategy
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Robert Lewis, Shelby County Health Department Business Manager
Sandra Hall, Shelby County Health Department Local Public Health Coordinator
Marilee Evans, Shelby County Health Department Director of Nursing
Ryan Hansome, Shelby County Emergency Management

The Shelbyville Central Schools' Board of Trustees approved the SCS Reopening Plan on June 24, 2020. There was an opportunity for public comment at the board meeting.

Gayle Wiley, President	Anita Johnson, Vice President
Curt Johnson, Secretary	John DePrez, IV
David M. Finkel	James Rees
Mike Warble	

The board approved the final reopening plan on July 21, 2021.

Health Protocol

Per Governor Holcomb's Executive Order dated May 28, 2021. As of July 1, 2021, local school boards and/or relevant governing bodies of all public and private K-12 educational institutions will be responsible for implementing whatever measures and restrictions deemed necessary and prudent to address the impact and spread of COVID-19 for their buildings, facilities and grounds, to include transportation.

Shelbyville Central Schools (SCS) will establish guidelines and protocols utilizing resources from the U.S. Center for Disease Control (CDC), Governor Holcomb's Executive Orders, Indiana Department of Health, the Office of the Superintendent of Public Instruction, and the Shelby County Health Department along with any other governmental organization that has decision making responsibilities with regard to public health and safety.

State statute gives public school districts the authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit COVID-19 after exposure. In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine. SCS will work closely with the Shelby County Health Department to prevent the introduction and spread of COVID-19 in the school environment and in the community while still providing a quality education.

Symptoms Impacting Consideration for Exclusion from School

All sick employees and students should stay home. Based on the CDC guidelines, employees and students will be excluded from school if they test positive for COVID-19. Additionally, unvaccinated students and employees may need to remain home if they have been in close contact with someone that has tested positive for COVID-19. If a student or employee is being tested for COVID-19, they must remain at home until they receive the test result. A return date will be determined based on the test results and the individual's symptoms.

Screening

Students and employees are required to screen for COVID-19 symptoms prior to arrival at school. Employees and students exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school and if they do come to school, they will be sent home immediately.

Listed are the symptoms determined by the CDC that parents, students and employees need to be able to recognize as COVID-19 related symptoms.

COVID-19 Related Symptoms (this list does not include all possible symptoms as the list is updated periodically):

- A fever of 100.4° F or greater
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

In order to return to work or school after exclusion, the individual must satisfy the recommendations of the CDC or the individual's health care provider.

Prevention and Preparedness

- To prevent potential exposure to infectious disease, promote isolation and decrease office congestion, school clinic visits should be reserved for students who are sick, injured, require treatments or medication
- An individual with a fever of 100.4° F or greater and/or symptoms associated with COVID-19 and/or unexplained respiratory symptoms will be asked to wear a mask, will be sent home and may be asked to seek medical attention for further evaluation and instructions from a healthcare provider
- Staff and students shall also be sent home with other symptoms that may or may not be associated with COVID-19
- Staff and students will need to remain home 24 hours post fever without the use of fever-reducing medication
- If possible, symptomatic individuals will be separated from others
- For individuals who test positive for COVID-19, they will be required to stay home for 10 days from symptom start or test date
- Local health department guidance will be used when determining quarantine guidelines for unvaccinated individuals who are identified as close contacts

- Parents/Students/Visitors/Employees (including contracted employees) are required to self-report if they are symptomatic or have tested positive for COVID-19
- The school clinics will be properly disinfected after sick visits and throughout the day
- BinaxNOW COVID-19 testing will be available onsite for employees and students with proper consent
- Appropriate personal protective equipment will be available in all areas of the District
- Reinforce the importance of hand hygiene, coughing and sneezing etiquette, keeping area clean, daily health monitoring and vaccinations

Vaccinations

- IDOH will continue to update each county's status under the color-coded system at least weekly
- Hoosiers, age 12 and above, are recommended to obtain a COVID-19 vaccination. Vaccination location sites can be obtained by calling 2-1-1 or visiting www.ourshot.in.gov
- Asymptomatic fully vaccinated individuals (two weeks past receiving either a second dose of the Moderna or Pfizer vaccine or two weeks past receiving the single dose J&J vaccine) who have been exposed to a person who has tested positive for COVID-19 do not need to get tested or self-quarantine and will be able to attend school and participate in extracurricular activities and athletic events as long as they remain symptom free
- The District will work with the local health department and other community vaccinators to provide onsite vaccination opportunities

Wearing Masks and other Personal Protective Equipment

Per Governor Holcomb's Executive Order, beginning on July 1, 2021, Shelbyville Central Schools' Board of Trustees will be responsible for implementing whatever measures and restrictions deemed necessary and prudent to address the impact and spread of Covid-19 for their buildings, facilities, and grounds to include transportation.

- Masks are optional in all areas except while on a bus
- Per federal mandate, masks are required on the bus until September 13, 2021
- Masks will be available to students and staff

Communication

All positive COVID-19 cases and/or diagnosis that have been confirmed and have been on school property will be reported to the Health Services Director, Superintendent and

the IDOH using the IDOH K-12 Gateway reporting portal. Parents/guardians will be notified if their students are identified as a close contact.

Student and employee absences will be monitored and student clinic visits will be documented. The Health Services Director will be notified if there is an increase in illnesses or absences. In the event that absentee rates at any school approaches 20% due to illness, the Superintendent and Shelby County Health Department will be notified. The District will follow the Shelby County Health Department's contact tracing protocol and will work with them to assess factors such as likelihood of exposure to employees and students in the building, the number of cases in the community and other factors that will determine building closure. The District will maintain compliance with HIPAA Privacy Rule.

Close Contacts/Quarantine/Isolation/Social Distancing

The Shelby County Health Department supports the following guidance for close contacts, quarantine, isolation, and social distancing:

- Close contacts are defined as any individual who was within six (6) feet of an infected person for 15 minutes starting from two (2) days before illness onset or two (2) days prior to positive specimen collection
- Social Distancing is defined as limiting face-to-face contact with others to reduce the spread of disease
- Quarantine is defined as keeping someone who might have been exposed to COVID-19 away from others
- Those in quarantine should stay home, separate themselves from others, monitor their health and follow directions from their local health department/health care provider
- Isolation is defined as separating people infected with the virus (those who are sick with COVID-19) from people who are not infected (those with no symptoms)
- Those in isolation should separate themselves from others by staying in a specific "sick room" or area
- Quarantine may continue to apply to exposures which occur in both the classroom and non-classroom settings for unvaccinated individuals

Medical Inquiries

Federal law typically limits the type of medical inquiries that can be made, but given the nature of the pandemic more leeway has been given to districts/schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells the district/school that a student is ill, the district/school will ask the parent if the student is exhibiting any symptoms of COVID-19
- If an employee calls in sick or appears ill, the district/school may inquire as to whether the employee is experiencing COVID-19 symptoms
- If a person is obviously ill, the district/school may make additional inquiries and may exclude the person from school property
- Even without symptoms, if an unvaccinated person has recently had contact with a person with a suspected or confirmed case of COVID-19 or has recently traveled internationally, the district/school may exclude the person from the school building and recommend that they self-quarantine following guidance from the local health department

Mental Health for Students and Staff

- Behavioral health services will be provided as outlined below:
 - Adult and Child Health Services: Golden Bear Preschool, Coulston Elementary, Hendricks Elementary, Loper Elementary and Shelbyville Middle School
 - Jane Pauley Community Health Center: Shelbyville Middle School
 - Community Health Network: Shelbyville Middle School and Shelbyville High School
- Social Emotional Learning (SEL) lessons will be encouraged at all levels
- Counselors and social workers will assist in supporting SEL activities in each building
- Elementary level: *The Too Good for Drugs Curriculum* and the SEL curriculum in music will be taught in grades K-5

Summer School 2021

- Socially distance 6 feet when possible. If 6 feet distance maintained, masks optional
- In the classroom during the educational day, socially distance at least 3 feet forward facing, masks optional
- Maintain 6 feet during lunch
- If working in small groups for greater than 15 minutes, masks will be worn.
- Masks will be available and required to be worn on the bus
- Continue to clean/disinfect
- Continue to encourage handwashing and have hand sanitizer available
- Continue to communicate to parents to keep their children home if they are sick

Overnight/Day Summer Camps and Athletic Training 2021

- Encourage the use of masks and social distancing when possible
- Participants should stay home if they are sick
- Participants should report symptoms to an adult if not feeling while on overnight trips so proper steps can be taken

Instructional Day

Per directives from the Shelby County Health Department, Governor Holcomb's executive order or the Indiana Department of Education, the District may need to modify the instructional day.

Option One: 100% Onsite

The first option will be to start with students onsite on a normal schedule and school calendar. Our District supports and values the importance of face-to-face instruction. This model allows for collaboration, peer interaction, and relationship building. Though there are benefits to blending traditional teaching methods with technology, online instruction does not take the place of in-person instruction with teachers.

Option Two: Hybrid Model

If the District is required to reduce the number of students onsite, the hybrid model will be implemented. Certified staff will report to school daily through the hybrid model.

Preschool:

- The goal would be to keep the Golden Bear Preschool open during the hybrid model
- Additional staff will be assigned to the preschool so the number of students in a classroom at any one time could be reduced

Grades K-12:

- Students would be divided into two (2) groups
 - Monday/Wednesday Group
 - Last names A-L
 - Attending onsite on Monday and Wednesday
 - Tuesday/Thursday Group
 - Last names M-Z
 - Attending onsite on Tuesday and Thursday
- The two groups will rotate Fridays for onsite instruction

- Students not onsite will log onto live instruction through Google meetings or complete an eLearning assignment from the teacher

Option Three: Virtual eLearning (Mandatory)

If a school or the District is required to close, the students in grades K-12 will participate in eLearning.

Preschool:

- Onsite instruction would need to be determined based on guidance from the Shelby County Health Department
- For short closures, parents will be responsible to pay the full tuition

Grades K-12:

- All students will be doing eLearning
- Students in grades K-12 will have a device
- Internet hotspots will be available at all schools
- Teachers will utilize Google Classroom to provide daily instruction following the grade level or course scope and sequence
- Student work will be graded using the District's grading system

Option Four: Shelbyville Virtual School

Eligible students in grades K-11 may apply for admittance into the Shelbyville Virtual School (SVS). Eleventh graders that successfully completed the 2020-21 school year virtually, may apply, as a senior, to SVS.

K-11 Shelbyville Virtual School

Components of the online option will:

- Include core subject areas and electives.
- be delivered by a SCS certified teacher.
- utilize Edgenuity Software Platform for lesson delivery and assignment completion.
- provide live virtual support during arranged meeting times.
- require 4-5 hours of combined instruction and student work daily for elementary students and 5-6 hours for secondary students.
- utilize the District's grading scale to evaluate student's performance.
- require the student to make satisfactory academic progress.
- need daily oversight and monitoring by a parent and/or guardian to ensure the student is working on virtual learning assignments.
- require students to complete formative and state assessments onsite.
- require compliance with components outlined in the handbook.

Students participating in the elected virtual option may participate or attend extracurricular activities if they meet eligibility requirements.

Operational Protocol

All employees will:

- be required to sign off on the employee sheet that they have read and will comply with the protocols outlined in the Shelbyville Central Schools' Reopening Plan including reporting an exposure to an individual who has tested positive for COVID-19, being tested for COVID-19 or diagnosed with COVID-19.
- participate in necessary training provided as determined by the district

Visitors/Parents:

- Visitors, guests, and parents may be restricted based on when students are present
- Parents/guardians may eat lunch with their student as long as it is preapproved by the building principal

Attendance:

- Continue to use the IDOE Attendance Guidance to determine unexcused and excused absences
- Students in isolation or quarantine due to COVID-19 will be considered excused
- Parents will be required to call in, email, or send a note with regards to student absences
- Attendance of staff and students will be monitored daily with an increase of absences reported to the Shelby County Health Department

Arrival and Dismissal Procedures:

Principals will send school specific details regarding the arrival and dismissal of school through listservs if applicable.

Transportation:

At this time, SCS will continue to run our current bus routes.

- Per federal mandate, masks are required on the bus until September 13, 2021
- Buses will be sanitized on a regular basis
- All students will have assigned seats
- Siblings will sit together
- Masks will be available on the buses
- Bus assignments will remain as static as possible

- Windows and roof vents will be open to increase ventilation as weather permits
- All transportation employees will receive additional COVID-19 related training by the Transportation Director as deemed necessary
- Hand sanitizer stations will be available in the bus garage

Food Service:

- Breakfast
 - Food will be individually wrapped for grab and go. Secondary will have hot breakfasts and some grab and go.
 - Preschool and elementary students will eat breakfast in the classrooms
 - Secondary students may eat in both the classroom and cafeteria
 - Water bottles will be available to students at no charge
- Lunch:
 - Self-serve lines and salad bars will be eliminated
 - Students will eat in the cafeteria
 - Preschool and elementary students will have assigned seats
 - Tables will be cleaned between lunch periods

Water Fountains:

- Water bottle fillers are available in all buildings where students are present
- The bubble portion of the water fountain will be covered
- Students are encouraged to bring water bottles labeled with their name to school
- Cups will be available to students

School Day Considerations:

- Cleaning materials will be available so desks can be cleaned between periods by students
- As much as possible, students will have assigned seats
- Students will have access to hand sanitizer in all classrooms
- Scheduled hand washing breaks will be implemented at the Golden Bear Preschool and elementary school
- Masks will be available for students and staff

Recess:

- Recess at the preschool and elementary levels will be allowed

Large Group Gatherings

- It may be necessary to limit and/or reschedule after school events

- Some in person events may be virtual
- Hand sanitizer stations will be available

iPads:

- At the preschool, each class will be assigned five (5) iPads to use with cleaning in-between station rotation
- Grades K-3 will have iPads assigned to be used at school and taken home in the event of an extended eLearning period
- Grades 4-12 will be 1:1
- No loaner iPads will be available if iPads are left at home, damaged or not charged

Facility Use Agreements:

- The District may limit the outside organizations and agencies using the inside of school facilities
- The Superintendent may approve organizations that need to use the facilities that are in the critical interest of the school or community
- Organizations and agencies approved to be onsite are required to follow COVID-19 protocols outlined in the SCS Reopening Plan

Cleaning and Sanitizing

- Training for all custodial staff on additional cleaning and sanitizing procedures for COVID-19 will be provided as deemed necessary
- Develop a mandatory cleaning checklist for regular cleaning throughout the day
- Hand sanitizer stations available in all classrooms and throughout the school buildings
- Cleaning supplies in all classrooms to allow for sanitizing desks throughout the day
- HypoGen Disinfectant will be utilized because it has no harmful chemicals
- Foggers will be used as needed to disinfect large areas when students are not present
- Plexi-glass panels in offices will be cleaned throughout the day

Extra-Curricular Considerations

- Hand sanitizer will be available

- Students need to provide their own water bottles with their names clearly labeled on bottles
- Water coolers will be available with disinfecting of nozzles
- Common equipment will be sanitized on a regular basis