

**COVID-19
North Spencer Plan
2021-2022 School Year**

IMPORTANT NOTE: Ideas and plans subject to change frequently as new information comes to us from local and state health officials, the CDC, the IDOE and IHSSA. The purpose of this planning is to keep our students and staff safe, manage the most pressing risks, and to do our best to avoid another district wide closure.

Topic	Notes
Opening Schedule	Open as planned on August 11, 2021. Start times back to 2019-2020 times.
2021-2022 School Year	Expectation of 180 Student Instructional Days
Current COVID-19 Status	All staff and students will follow State and/or Local Health Department directives.
Facilities	
Ongoing Classroom Cleaning	<ul style="list-style-type: none"> • Maintenance/Custodial Staff will be trained in proper daily cleaning and disinfecting of school facilities. • Buildings will be supplied with additional hand sanitizer and disinfectant as needed and requested.
Reception/Office Areas	Partitions will be utilized as needed to protect employees interacting with visitors at check-in and front office counters.
Health Clinic Staff	Additional Health Clinic Assistants will be employed.
Water Fountains	<ul style="list-style-type: none"> • Drinking fountains will be available for use. • Water bottle fillers will be accessible.
Indoor Air Quality	O ₂ Prime™ air quality systems to be installed. The O ₂ Prime™ patented technology uses a precise electronic charge to create an electrical field filled with high concentrations of ions. When these ions are injected into the air stream they break down passing pollutants and gases into harmless compounds like oxygen, carbon dioxide, nitrogen, and water vapor. When these ions come in contact with harmful pathogens such as virus, bacteria, or mold, they steal away hydrogen molecules from the pathogens. Without hydrogen, the pathogens are left without any source of energy to carry on and they die.
Vaccinations and Face Covering	<ul style="list-style-type: none"> • Vaccinations are CDC recommended for all eligible individuals. • The CDC recommends mask-wearing for all students. • Face Coverings are optional, but may become required for all if/when positive cases arise within a classroom or school building. • There may be times when face coverings are required by all individuals within a

	close setting OR during an identified COVID-19 high-spread risk time period.
Instructional and Congregate Areas for Students	
Classroom Set-Up	<ul style="list-style-type: none"> • Student seating will be arranged for the most conducive instructional setting. • Student seating will be spread out to the greatest extent possible with classroom furniture arrangements, if positive COVID-19 cases arise. <ul style="list-style-type: none"> ○ Mobile Workspace partitions may be utilized when social distancing and/or face coverings are not reasonable. <ul style="list-style-type: none"> ■ Small groups gathered in a common space (i.e. small groups, certain classrooms, etc.) • In cases of COVID-19 outbreaks, face coverings may be required until an “all clear” designation is given. Mask-wearing determinations will be monitored closely during a COVID-19 high-spread risk time period. <ul style="list-style-type: none"> ○ https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html
Large Gathering Spaces (Cafeterias, Auditoriums, Gymnasiums, Media Centers etc.)	<ul style="list-style-type: none"> • Student seating will be arranged for the most conducive learning environment. • Student seating may be spread out to the greatest extent possible with seating arrangements, if positive COVID-19 cases arise. <ul style="list-style-type: none"> ○ Cafeteria - Expand eating space into other areas (i.e. gym, classrooms) ○ Auditorium/Gymnasium - limit capacity to allow for greater spacing • During a COVID-19 outbreak, individuals in a large group setting will be required to wear masks.
Hallways and Passing Periods	<ul style="list-style-type: none"> • During a COVID-19 outbreak, all students and staff may be required to wear face covering during passing periods when safe spacing cannot be maintained. • To reduce the amount of time in congested hallways during passing periods school staff will work to maintain the flow of foot traffic. In general, students will be asked to travel along the right side of the hallway.
Transportation	
Bus Seating (Student Distancing)	<ul style="list-style-type: none"> • To the greatest extent possible, students shall be spread out on school buses to limit physical and face to face contact. • All students will be given an “assigned” seat on the bus and must remain in this assigned seat at all times. • CDC Federal regulations require masks to be worn on all public transit. Currently, this includes school buses. • Bus windows will be open as much as is reasonably possible. • Buses will be cleaned and disinfected on a regular basis.
Guidance for Testing and Quarantine Options	

COVID-19 Vaccinations	<ul style="list-style-type: none"> ● COVID-19 Vaccination Records will be reviewed as quarantine situations arise.
Screening to Re-Enter	<ul style="list-style-type: none"> ● Every morning before you send your child to school please check for signs of illness as prescribed on the following website. <ul style="list-style-type: none"> ○ 20 Parent screening 2-9-21 ● Students returning from a COVID-19 positive test, having a fever of 100.4 or greater, or a “sickness-based” absence will be transported to school by parent/guardian for screening prior to entering the building. Masks must be worn. Repeated temperature screening will occur approximately every 2 hours following re-entry during the first day back at school. ● Unvaccinated Individuals with a temperature of 100.4 degrees Fahrenheit or greater, or 2 or more Covid-19 symptoms will NOT be allowed re-entry into school for a minimum of 72 hours being fever free. Individuals may return after being 24-hours fever free only if diagnosed and treated for a non-Covid illness as determined by their medical provider. A physician’s statement from the medical provider is required. ● Unvaccinated Students returning after 72 hours that still exhibit 2 or more symptoms or a fever of 100.4 degrees or more will be required to stay away from school for 10 additional days or provide medical documentation to return before those 10 days.
Students suspected of being ill	<ul style="list-style-type: none"> ● Students suspected of being ill will be sent to the nurse's office for a temperature check. ● Students with steady cough or other noticeable symptoms, but no fever, will be required to wear a mask upon returning to class at all times. ● Students with a temperature of 100.4 degrees Fahrenheit or greater, or exhibit 2 or more Covid-19 symptoms will be required to wear a face covering and remain isolated in the nurse's office, or other designated isolation area, until personal transportation arrives. Emergency contacts will be used for contacting students and employees in need of transport. <ul style="list-style-type: none"> ○ Individuals with a temperature of 100.4 degrees Fahrenheit or greater, or exhibit 2 or more Covid-19 symptoms will not be allowed entry into the building until fever free for at least 72 hours before returning to school. Individuals may return after being 24-hours fever free only if diagnosed and treated for a non-Covid illness as determined by their medical provider. A physician’s statement from the medical provider is required.
Reporting and Handling of Suspected COVID Cases	<p>Parents should report COVID-19 illness to the school as soon as possible.</p> <p>The Spencer County Health Department, in collaboration with the State Health Department, handles recording of all official COVID cases.</p> <p>When there is confirmation that a person infected with COVID-19 was in school, the district/school will contact the local health department immediately. It is also important to notify the Indiana Department of Education.</p>

	Direct contact tracing will be done in collaboration with the County and/or State Health Department. The state health department, county health department or school officials <u>can</u> make the call for a student or staff member to be quarantined due to direct contact.
Re-Entry after COVID-19 Diagnosis	Re-Entry For Persons with COVID-19 Under Isolation: The decision to discontinue home isolation for persons with confirmed or suspected COVID-19 should be made in the context of local circumstances. North Spencer Schools will work in conjunction with the Spencer County Health Department regarding Covid-19 “positive” persons.
Quarantine Implementation	North Spencer Schools will work in conjunction with the Spencer County Health Department regarding Covid-19 “positive” persons and persons reported in direct contact. Individuals will be quarantined according to CDC guidelines.
Medically Fragile Students or Staff (guidelines for implementing long-term remote learning instruction)	Documentation and care plan from physician required.
PPE Students and Staff	<ul style="list-style-type: none"> • In cases of COVID-19 outbreaks, face coverings may be required until an “all clear” designation is given. Mask wearing determinations will monitored closely during a COVID-19 flare up. • Vaccinated individuals may be required to wear masks during an outbreak, but will not be quarantined per CDC guidelines.
Groupings and Gatherings	
Visitor Entry	Individuals wishing to visit beyond the school office during school hours will be required to provide proof of COVID-19 vaccination, and/or wear a mask and must be pre-approved by the building principal.
Outside Organization/Community Usage of School Facilities	Limited. Contact building principal for scheduling a school board-approved Facilities Use Request.
Remote Learning	
Choice Remote/eLearning	<ul style="list-style-type: none"> • “Choice” remote learning/eLearning will not be an option for the 2021-2022 school year.
Guidelines and Best Practices	<ul style="list-style-type: none"> • Consistently communicated expectations, formats and routines yield the best results. Teachers will communicate expectations, formats and routines with students and parents prior to onset of eLearning to the greatest extent possible. • We are a Google Apps for Education school district. Google Classroom is our platform for distributing and collecting instruction and assignments.

<p>Asymptomatic Quarantine (i.e. long term immunity/medical issues, or COVID-19 related quarantine 10 calendar days or greater)</p>	<ul style="list-style-type: none"> • Medical diagnosis necessitating long-term quarantine, COVID-19 direct exposure, COVID-19 positive but asymptomatic. • Instruction must be provided digitally for those with wifi or with a thumb drive for those without access. <ul style="list-style-type: none"> ○ Students with wifi shall live stream with class throughout the day using Google Meet. ○ Google classroom will be the platform for communication and turning in work with students working remotely. ○ Use bus transport for getting remote learning materials to and from students.
<p>Homework return expectations</p>	<p>Quarantine Expectations</p> <ul style="list-style-type: none"> • Teachers shall set due dates for all work to be returned. <ul style="list-style-type: none"> ○ Maintain regular classroom expectations for turning in work. <ul style="list-style-type: none"> ■ Students working online are expected to turn in by the posted due date. ■ Students working offline may have up to 2 additional days to return work. ○ Adequate work received within 5 days of due date should receive <u>at least</u> 70% credit. The goal should always be to see ALL students' work and NOT give a zero. Work that is below standard may earn a score less than 70%. ○ If work not received at least 2 recorded attempts to communicate and obtain work • Extended Absence due to Illness or Surgery <ul style="list-style-type: none"> ○ Follow student handbook policy as in past
<p>Office hours</p>	<p>For Small Number of Quarantined Student (Building is Open to Students) Assumed office hours during each teacher Planning Period for individual student cases. If a teacher plans to use a 45 minute block of time other than their planning period it must be clearly communicated with the building administrator and impacted students.</p> <p>Entire Class, School or District Quarantine/Closure (Building is NOT open to Student) Teachers will each establish a well-communicated 90-minute window at minimum (does NOT have to be 90 consecutive minutes) to students, parents and building administrators. This time shall be used for communication with parents and students about their learning.</p>

School or District Closure Remoted Learning Guidelines	<p>Should North Spencer be directed to close by state or local officials, the following remote learning timeframes will be utilized for DAILY instruction.</p> <table border="1"> <thead> <tr> <th>GRADE LEVEL</th><th>TOTAL DAILY TIME IN LESSON INSTRUCTION AND PRACTICE</th></tr> </thead> <tbody> <tr> <td>K-2</td><td>30 MIN-1 HOUR</td></tr> <tr> <td>3-4</td><td>1- 1 ½ HOURS</td></tr> <tr> <td>5-6</td><td>1 ½ - 2 HOURS</td></tr> <tr> <td colspan="2">ELEMENTARY SPECIAL AREAS - BI-WEEKLY ENRICHMENT OPPORTUNITY POSTED AS 1/35 OF CHILD'S WEEK</td></tr> <tr> <td>7-8</td><td>2-4 HOURS</td></tr> <tr> <td>9-12 (APPROX. 30 MINUTES PER COURSE PERIOD)</td><td>3-4 HOURS</td></tr> <tr> <td colspan="2">DUAL CREDIT AND AP COURSES WILL MAINTAIN CONTACT HOURS AS SET BY UNIVERSITY/COLLEGE AGREEMENT.</td></tr> </tbody> </table>	GRADE LEVEL	TOTAL DAILY TIME IN LESSON INSTRUCTION AND PRACTICE	K-2	30 MIN-1 HOUR	3-4	1- 1 ½ HOURS	5-6	1 ½ - 2 HOURS	ELEMENTARY SPECIAL AREAS - BI-WEEKLY ENRICHMENT OPPORTUNITY POSTED AS 1/35 OF CHILD'S WEEK		7-8	2-4 HOURS	9-12 (APPROX. 30 MINUTES PER COURSE PERIOD)	3-4 HOURS	DUAL CREDIT AND AP COURSES WILL MAINTAIN CONTACT HOURS AS SET BY UNIVERSITY/COLLEGE AGREEMENT.	
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Student Attendance																	
Unexcused	Any absence not described as excused in this document.																
Excused Absence as Defined in our Student Handbooks	Absences not directly impacted by COVID-19 issues will be treated the same as previous years.																
Student Attendance Related to COVID-19	<p>Safety for all those who enter our schools is always a primary consideration as we make decisions for our operations and maintenance. Communication between the local/state health department, the student home and school is essential for us to have the information we need to make informed decisions for student and staff safety. State statute gives public school districts authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit it after exposure (I.C. 20-34-3-9). In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine (I.C. 16-41--9-1.6).</p> <ul style="list-style-type: none"> • If a student, or member of the household in direct contact with a student tests 																

	<p>positive for COVID-19 state and local health department officials will initiate and maintain communication. In turn, these agencies will work with the school in making decisions and informing the school working within HIPPA guidelines for privacy.</p> <ul style="list-style-type: none"> • A student who has tested positive for COVID-19, but is asymptomatic and must be quarantined for 10 calendar days or more can continue school work through remote learning and NOT be counted absent from school. Parent/guardian communication with the school will initiate remote learning. (See remote learning attendance below). • Students who are asymptomatic, but are in quarantine due to direct exposure to COVID-19 as reported by the health department or school, can continue school work through remote learning and NOT be counted absent. Parent/guardian communication with the school will initiate remote learning. (See remote learning attendance below). • The state health department, county health department or school officials can make the call for a student to be quarantined due to direct contact. • Students with loss of taste/smell, two or more COVID-19 symptoms, or a fever of 100.4 or greater, should stay home from school until 72 hours symptom free. The most common COVID-19 symptoms include: sore throat, cough, difficulty breathing, diarrhea, vomiting, new onset of severe headache, fever of 100.4 or greater. • Students sent home from school with a temperature of 100.4 degrees or higher, loss of taste/smell, or two or more COVID-19 symptoms will not be allowed re-entry into school for 10 days. Individuals may return after being 24-hours fever free only if diagnosed and treated for a non-Covid illness as determined by their medical provider. A physician's statement from the medical provider is required. All other scenarios require 72 hours fever-free to return. • Students returning from COVID-19 illness or related quarantine, and students returning from a fever of 100.4 degrees or more, must be transported to school by parent/guardian and temperature screened prior to school re-entry. • A doctor's, or state/local health official's documentation may be required by the school at any time.
Attendance Related to Remote Learning	<ul style="list-style-type: none"> • Students who are quarantined for 10 calendar days or more due to COVID-19, that are asymptomatic/able to participate in remote learning, will be counted as present if completed work is submitted by assigned due dates. Submitted work and daily, active participation will provide record for attendance. (See homework return guidelines in the <i>Remote Learning</i> section). • Students not completing or returning work by agreed upon due dates shall be counted absent. Such absence may be determined unexcused if not meeting requirements of an <i>Excused Absence</i> as defined above.