



Alexandria Community School Corporation Reentry COVID-19 Plan 2021-2022

Revised August 8, 2021

Guidance for the Plan

Information used to develop this plan came from three major sources: CDC, Indiana's Consideration for Learning and Safe Schools (ICLASS), and the Georgia's Path for Recovery Plan. These three documents along with the CCHA Law's Reopening FAQ provide the foundational guidance for the development of this plan for safe reentry.

Welcome Back! We've missed your children and cannot wait to see them back at school on August 4, 2021! This plan illustrates the work of teachers, administrators, and support staff. We've worked hard over the summer to make your return a positive and safe experience for all!

Reopening Alexandria Community Schools

Alexandria Community Schools works hard to provide a safe and healthy learning environment for students and staff. COVID-19 has presented a unique challenge impacting every aspect of planning for the upcoming school year. The ACSC COVID-19 Plan provides a framework to address challenges that may develop throughout the 2021-2022 school year. Instead of a one-size-fits-all approach, the ACSC COVID-19 Plan provides different responses to ensure the continued success and safety of students and staff based on the amount of community spread.

This plan is shared today, but will continue to be updated as more information becomes available. All plans are shared with the Madison County Health Department for review. The ACSC COVID-19 Plan is based on the amount of community spread, **so it will change** as the amount of spread changes in the county and community. This label is based on the state-wide decision making document published by the Indiana Department of Health. A link to the website with the most up to date county color can be found here:

<https://www.coronavirus.in.gov/2393.htm>. An explanation of each color

recommendation can be found here: [Statewide Color Coding](#)

[Recommendations](#)

Please know these are recommended actions, and all decisions are made in consultation with the Madison County Health Department. All decisions related to changes in our plan will be made in consultation with the Madison County Health Department and will be based on data.

You will find information on the classroom environment, facility cleaning, transportation, athletics, and other general information. **This plan is based on today's information and is subject to change as new information becomes available.** Please know we care about our school families and are taking steps to make school a safe and welcoming place for students and staff.

There are four questions that consistently come up when communicating with families.

1. When Will School Start?

Students will come back to school on **Wednesday, August 4, 2021.**

2. Will There be Options for Students to Attend School Traditionally and Virtually?

Alexandria Community Schools is committed to providing the very best educational opportunities for all students. We will offer in-school every day instruction for all because we believe this is the best way for students to learn. A virtual school option will be available for a very limited number of students as well, with a capacity of 75 total students with at least a semester commitment. No exceptions will be made. It's important to weigh concerns about the virus against the social / emotional needs of students that can result from being isolated at home. Decisions about enrollment in virtual school will be made on a case by case basis.

3. Will My Child Be Required to Wear A Mask All Day?

Masks **are required for all students and staff** ~~are strongly recommended but not required~~ in all school areas and on the bus. Masks must be worn on buses at all times per the CDC. Masks will be available for students and staff. This policy is subject to change based on the amount of community spread in addition to guidance from the Madison County and Indiana State Health Departments. Again, Alexandria Community Schools will provide students with a mask, and **require** ~~recommend~~ that both students and staff wear them throughout the day. We understand there are strong opinions about whether or not one should wear a mask. Our goal is to keep everyone as healthy and safe as possible. We want to keep our in-person traditional schools open, and so reasonable safeguards will be needed. A helpful guide on caring for your face covering can be found here: [Caring for Your Face Covering](#)

4. What Happens If There is a Case of COVID-19 at School?

If there is a confirmed case of COVID-19 at one of our schools, we will work with the Madison County Health Department to determine exactly what steps to take. The first step will be to follow the Indiana Department of Health's [COVID-19 Screening Decision Tree](#). We may need to close a classroom or school and transition to eLearning while we deep clean the facility before allowing everyone back in the building. Many of the procedures employed by the district will help with the Madison County Health Department's contact tracing efforts.

The following categories were designed to clearly communicate the actions taken to keep everyone safe. These procedures and protocols will start when students arrive at school August 4, 2021.

Classroom Environment

- Instructional space and flexible scheduling will be used to socially distance as possible.
- Social distancing will be used in classrooms with desks separated as much as possible.
- Efforts will be made to reduce the amount of materials and personal belongings that travel back and forth from school.
- There will not be community school supplies. Students will not share supplies or electronic devices with others.
- Students will be intentionally taught healthy hygiene habits emphasizing hand washing.
- Signage will be placed in classrooms, hallways, and on floors in common areas to promote healthy hygiene and to remind students to maintain proper social distancing.
- Field trips will be reinstated at the beginning of the 2021-22 school year as long as safety precautions are available.

Special Education

- Alexandria Community Schools will continue to communicate individual student plans with families to discuss the delivery method of instruction for students with disabilities. An appropriate platform for delivery of special education-related services will be determined on a case-by-case basis. For specific student concerns, please reach out to your child's teacher of record.

Facility Cleaning

- Enhanced cleaning procedures will be used throughout the school buildings, buses, and facilities.
- High touch areas will be cleaned multiple times throughout the day.
- Facilities will be deep cleaned on a regular basis and electrostatic sprayers will be used daily.
- Hand sanitizer stations will be provided in classrooms and throughout schools.

- Water fountains will be turned off. Only water bottle filling stations will be used.

Transportation

- School buses will be disinfected after the morning and afternoon routes.
- Masks will be worn by bus drivers and assistants.
- Students will be assigned a seat and families will be asked to sit together.
- Students will be required to wear masks on the bus per the CDC guidance.

School arrival and dismissal:

- Students will enter the school through designed areas at the front and back of the elementary and jr/sr high. These areas will have staff members at each entrance to ensure the safety of all students.
- Parents should remain in their cars when dropping off or picking up their students. Parents should not come into the building or congregate outside of the building. Social distancing must be maintained as much as possible.
- The time of student dismissal may be staggered to promote social distancing of students.

Breakfast and Lunch

- Food service workers will wear masks and gloves at all times when interacting with students.
- Breakfast will be eaten in classrooms.
- Lunch will be eaten in the cafeteria, and possibly overflow spaces if needed.
- Various signage will be used to indicate appropriate social distancing for serving lines.
- Self-serve food items and silverware will be eliminated.
- Food sharing will be prohibited.
- No cash will be accepted when children go through the lunch line.

Health and Wellness

- Students and staff will be required to self-screen before coming to school each day. **Here's a chart to help guide parents and students through the self screening process:** [Self Screening Infographic](#) Students and staff should stay home if they have any of these symptoms and a reasonable belief they may have been exposed to COVID-19.
 - Symptoms include:
 - fever over 100 degrees,

- dry cough
 - shortness of breath
 - body aches
 - chills
 - sore throat
 - loss of taste or smell
- Students and staff must stay home when they are sick.
- Students and staff must be fever-free for **72 hours** without the use of fever-reducing medication before returning to school.
- The nurses station will have a separate area for those students to be isolated if COVID-19 symptoms are suspected.
- School staff will receive professional development on how to recognize COVID-19 symptoms and what actions to take.
- Students and staff testing positive for COVID-19 must follow the Protocol for Returning to School After Exclusion at the end of this document.
- Parents, students, or staff must inform the school nurse immediately when a student/staff member, or someone in their household, tests positive for COVID-19.
- Medically fragile students will require a review of the individualized health plan. It may be necessary for these students to receive their education through homebound or remote learning. For those students who are able to attend school, specific health accommodations will be made by the case conference committee.
- Perfect attendance awards and incentives will be discontinued.
- Attendance policies and procedures are currently under review. The attendance letters will change as a result of quarantine practices.

Visitors and Field Trips

- Visitors will be limited in the building to promote health, safety, and social distancing.
- Lunch guests, guest speakers, convocations, etc. will not be permitted.
- Field trips during the school day may be permitted at this time.

Social Emotional Supports

- Transition activities will be designed to ease students back into the school routine. Intentional strategies will be used to reacclimate students to school and to build relationships.

Athletics

With guidance from the IHSAA and county health department Mr. Hosier will be posting fall sports information in the next couple of weeks.

Facility Use/Rental

Alexandria Community Schools has temporarily suspended the application and approval process for Facility Usage/Rental of indoor spaces by outside organizations/groups. Facility Usage/Rental of outdoor spaces will still be considered and approval will be granted if our liability insurance carrier grants approval. We apologize for any inconvenience this may cause.

Protocol for Returning to School After Exclusion

*Students and employees should be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance that is not otherwise explained.

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:

- They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since your symptoms first appeared.

Track and Isolate Positive Cases:

Individuals who test positive for COVID-19 must stay home for 10 days following the onset of symptoms or a positive test result and must be 24 hours fever free without fever reducing medications and symptoms improved before returning from isolation.

An individual is a close contact if UNVACCINATED and meets one of the following:

If anyone in the classroom is unmasked and individual is within 6 feet of a person who has tested positive for COVID-19 for a total of 15 minutes or more within a

24-hour period

If all individuals are masked in the classroom, an individual is a close contact only if fewer than 3 feet from the person who tested positive for COVID-19 for a total of 15 minutes or more in a 24-hour period

In all other areas of the school environment, any unvaccinated individuals within 6 feet of a person diagnosed with COVID-19 for a total of 15 minutes or more in a 24-hour period Quarantine:

Vaccinated close contacts do not have to quarantine but should monitor for symptoms, isolate and get tested if symptoms develop.

Unvaccinated individuals who are identified as a close contact must quarantine.

Asymptomatic close contacts may return on day 8 (with specific negative testing and precautions), day 11 (with precautions), or day 15 (without testing or precautions).

Building Level Plans

**2021-2022 Alexandria Monroe Elementary School
Reopening Information**

First Day for Students: Wednesday, August 4th

START AND END TIMES:

7:45am - 2:45pm

***If dropping off students, doors will open at 7:25am**

Dear Families -

The following contains some important information regarding some of the changes that have been put into place due to Covid-19.

Please understand that the safety of your child and our staff are our top priority. We can and likely will make necessary changes as the school year progresses. If the pandemic worsens, unfortunately we will be forced to tighten things up. If it weakens, we will lessen some of the restrictions. Teachers and administrators are working diligently to make this a great start for your children. We wish we could meet each and every one of you in person, but that will just not be possible at this time.

Again, due to COVID-19 we will not be having a traditional Back to School Night. Also, children will not be able to come in and decorate lockers prior to school starting. Teachers have received class lists and will be reaching out to families soon, if they have not done so already. Many grade level teachers are working together to plan ways to meet not only the children, but families, as well - prior to the start of school. Some teachers are opting to do virtual walks via Zoom while others are doing grade level drive by meet and greets.

Precautions and Protections:

Students in grades Pre-K through four are typically placed into “cohort groups” and are assigned to one classroom teacher. This procedure has not changed for this school year. Students will not share school supplies or other materials. School supply boxes are necessary this year. **All staff and students are expected to wear masks throughout the school day and while on the bus** ~~and are strongly encouraged to wear them throughout the day.~~

Drinking fountains will be used to fill water bottles only. Our new fountains are set up to fill bottles. The mouth faucet will be blocked, so please plan to send a water bottle with your child.

Children will report directly to their classroom first thing each morning. Teachers will direct students in grades three through six to their lockers at various, scheduled times throughout the day. This will cut down traffic in the hallway at any given time. Students in grades Pre-K through two will be assigned a “cubbie” either within their classroom or directly outside their classroom door. Again, cutting down hallway traffic.

Classrooms will be arranged so they are socially distanced as much as possible. Many “extra” furniture items have been removed from classrooms to make this possible.

Cleaning and sanitizing will take place multiple times throughout the day. High touch areas will be cleaned more often.

Cafeteria Procedures:

We would prefer money for breakfast and lunch be added to your child’s MySchoolBucks account online. If you need help setting this up, please contact our office and someone will assist you. Masks must be worn on the way to and from the cafeteria and while waiting in line until students are seated and ready to eat. Breakfast will take place in classrooms. Breakfast and lunches will be pre packed and ready for students as they enter the cafeteria. Students may bring their lunch. Lunch boxes will be kept in lockers until lunchtime.

Recess:

Recess will take place outdoors when possible. Students will remain with their cohort group and will be socially distanced from other groups. If inclement weather occurs, students will have recess indoors, in their classrooms.

Visitors:

At this time we are not allowing most outside visitors - even for lunch. If you need to drop off or pick up your child, you will need to enter the building using the doors under the awning and facing the softball field. A staff member will work with you and your child upon entrance. No one will be permitted beyond the front office.

Bussing:

Please plan for bus times to be approximately 10 minutes before your time from last year. If you have any questions, please email Mr. Zent at szent@alex.k12.in.us

Virtual School:

All virtual school questions need to be directed to Scott Zent at szent@alex.k12.in.us More information to follow concerning dates for iPad pick up.

**More information will be shared soon pertaining to parent drop off and pick up procedures.
If you have any questions, please contact sbowen@alex.k12.in.us or call 765.724.4166**

2021-2022 AMJSHS Reopening Information Update

Safety is our top priority and we can and will make changes to this document as the year progresses. If the pandemic worsens, we will tighten things up. If it weakens, we will lessen some of the restrictions. Our teachers will work to capture their daily lessons on video and send those out to students in case we have significant absences. We are also working with our teachers to establish clear guidelines and procedures in case students have to go to a hybrid learning situation or full eLearning.

We are planning for these 3 potential phases.

- 1. Full Open as we currently plan on August 5th-All students-All state standards**
- 2. Blended (Hybrid) Learning- 50% Capacity of students-½ students-65%-75% of state standards**
- 3. Full eLearning-All at home eLearning-Only essential state standards**

Phase 1-Full Open- Daily Class Schedule-Doors open at 7:45am

Period 1 8:15-9:05am

Period 2 9:10-9:55am

Period 3 10-10:45am

Period 4 Lunch

A 10:45-11:15

B 11:15-11:45

C 11:45-12:15

D 12:15-12:40

*Class will be 60 minutes w/ a 30 minute study period

Period 5 12:45-1:30

Period 6 1:35-2:20

Period 7 2:25-3:15

Full Open 2 Hour Delay Schedule Doors open at 9:45am

Period 1 10:15-10:45am

Period 2 10:50-11:15am

Period 3 11:20-11:45am

Period 4 Lunch

A 11:45-12:15

B 12:15-12:45

C 12:45-1:15

D 1:15-1:45

Period 5 1:50-2:15

Period 6 2:20-2:45

Period 7 2:50-3:15

Cafeteria Procedures:

Lunch: If students want to pay with cash or check, they must do so through our treasurer or you may add money to your MySchoolBucks account online. No money is to be given to any cafe workers. Masks are encouraged to be worn until they eat their food. Students will be spaced out within the cafeteria. Gloves will be given to each student as they go through the lunch line. There will be three food options: 1. Regular offering/Tiger Line offering in North Line located in the cafeteria. 2 Regular offering/Tigerline in the South line in the cafeteria. 3 Pre-prepared cold offering in the main gym.

Tiger Line is an Ala Carte food offering separate from the regular food offering

Breakfast: Breakfast will be offered in the cafeteria at 50% capacity.

Bussing: If you have questions, please email Mr. Zent: szent@alex.k12.in.us

Extra Precautions:

- Limited access to lockers
- Drinking fountains are closed until further notice
- Clear water bottles will be allowed

- Clear backpacks allowed during class
- Non-clear backpacks need to be stored in locker
- **Masks are required for all staff and students throughout the school day and on the bus.** ~~strongly recommended. The only exception is that masks must be worn on busses.~~
- Limited bathroom use
- Choir, Band, PE will be outside when possible
- Limited/No locker room use
- Cleaning and sanitizing several times during the day
- Wiping down high touch areas
- Doors in hallways will be propped open to reduce touching
- Traffic flow restrictions may be used to increase social distancing
- Additional signage added to remind students of social distancing and proper hygiene
- Rooms set up to encourage social distancing as much as possible
- Limited interaction with other during class
- No outside visitors until further notice
- Extra sanitizer units installed all over the building and in classrooms
- Students are to remain socially distant at all times.

If the virus increases, then further actions will be taken that could include:

Phase 2-Blended (Hybrid) Learning 50% capacity- Only if we are ordered to have 50% of our students on campus at one time.

Same schedules as above:

Mondays & Wednesdays Last Name A-K Attend School. Families Who Have Various Last Names In The Same Household May Attend The Days Of Their Choice.

Tuesday & Thursday Last Name L-Z attends School. Families Who Have Various Last Names In The Same Household May Attend The Days Of Their Choice.

Friday is eLearning for all students. We will use this day to do a deep clean of the building

Extra Precautions:

Same as above and including more cleaning during the day in all areas and more hallway restrictions during passing periods

Phase 3-Full eLearning-All at home eLearning-Only essential state standards

Students will work remotely from home using their Ipads and checking in with teachers remotely as scheduled and as needed. Teachers will have their available hours posted and will be available by email and other modes as they communicate with students.

Virtual School: All virtual school questions need to be directed to Scott Zent. We are looking at delivering Ipads/laptops August 5th and 6th at szent@alex.k12.in.us

Please direct all other questions to Tom Johns: tjohns@alex.k12.in.us or call at 765-298-6400