



# Re-Entry Plan 3.0



July 29, 2020

A Community Commitment



# Dr. Box Indiana State Health Commissioner

“I firmly believe that the best thing for our students is to get them back into the classroom, even if that is in a modified form. We need to do this, not just for their educational development, but also for their physical, their social, and their mental well-being.”



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# Survey Results

## What We Have Heard

- **Parents/Guardians want their students to return to school.**
- **Most parents/guardians prefer a traditional school setting (72.1%) over virtual/distance learning (27.9%) for their students.**
- **Parents/Guardians want options to pursue when entering the 20-21 school year.**
- **Student and staff safety should remain our number one priority.**



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# **SDCSC Re-Entry Plan Goals**

**Our goal is to develop a re-entry plan that addresses four (4) key questions.**

- 1. How to keep students and staff safe?**
- 2. How to reopen schools under a variety of conditions or scenarios?**
- 3. How to best prepare for sudden and/or continuous closures?**
- 4. How to create an equitable learning environment for all students?**

# Six Guiding Principles



**We are committed to ensuring that every consideration regarding the reopening of school in August of 2020 aligns to following principles:**

- 1. The health and safety of our students, staff, families, and community is our number one priority.**
- 2. We commit to ensuring equity of access to meaningful teaching that engages students in purposeful learning.**
- 3. We commit to providing high-quality, standards based instruction for every learner in all instructional settings.**
- 4. We commit to adhere to plans that are feasible, effective, and fiscally responsible.**
- 5. We commit to maintaining approaches that exemplify flexibility and understanding.**
- 6. We commit to providing clear, open, transparent and timely communication to our parents.**



# Stakeholder Engagement

1. Parent and Teacher Surveys
2. Discussion or Teacher Feedback
3. Administrative Meetings
4. Dearborn County Health Department
5. Centers for Disease Control
6. **IN-CLASS** – *Indiana's Considerations for Learning and Safe Schools*



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# Re-Entry Plan 2.0



A Community Commitment



# Definition of Terms

**Traditional Instruction:** Instruction that is provided within a SDCSC building with a live teacher providing daily instruction.

**Virtual Instruction:** A digital learning environment where teacher led instruction is delivered to students via a device or computer.

**E-Learning:** A short term digital learning environment where teacher led instruction occurs via a computer as needed. This learning model could occur for as many as two or three days or longer if necessary.

**Hybrid Learning:** Instruction that includes a combination of in-person instruction at a SDCSC building and online instruction provided simultaneously.

**Synchronous Learning:** Live teaching that is delivered online.

**Asynchronous Learning:** Recorded teaching that is delivered online.

**Home School:** The school that a student is assigned to and would normally attend.





# Definition of Terms

Non-Essential Guests: Individuals who wish to enter into a school that are not students, teachers, administrators, or staff.

Facial Coverings: A protective shield or facemask designed to cover one's mouth and nose. Facial coverings are used to protect and prevent the spread of virus from one individual to another.

Confirmed Case: CDC definition of a health department verified diagnosis of COVID-19.

# **SOUTH DEARBORN**

**Any and all recommendations contained within this plan are subject to change pending guidance and direction received from the CDC, Dearborn County Health Department, or the Indiana Department of Education.**



# Our Learning Opportunities



## Traditional Instruction

- Five (5) days a week
- Offered all year unless a closure is necessary based on guidance from the Governor or Dearborn County Health Department
- Social distancing will be enforced when possible
- High School students may have the option to take selected courses online



## Virtual Instruction

- Five (5) days a week
- Offered all year with the option to return to in-person instruction at the end of each semester (K-8) or trimester (9-12)
- Instruction by certified teachers using competency standards and curriculum maps
- SDCSC administrators oversee instructional practices
- Instruction will include synchronous (live) and asynchronous (recorded) models
- Students may participate in home school activities per IHSA guidelines



## E-Learning

- Only used in the event of a corporation closure based on guidance from the Governor or the Dearborn County Health Department
- Students will continue learning from home and will be taught by their classroom teacher/s
- Instruction will include synchronous (live) meetings in small and large groups as well as independent work



# SDCSC Plan and Levels

- Addressing Community Spread in South Dearborn Community School Corporation
- Practicing Prevention
- Transporting Students
- Protocol for Entering School Buildings
- Food Service
- Transitioning In the Building
- Conducting A Large Group Gathering
- Instruction

## Levels

Low / No Spread

Minimal / Moderate Spread

Substantial Spread

In the event of a confirmed direct exposure to SDCSC

Exposure

Individuals Who Are Symptomatic

Individuals Who Are Symptomatic At School

Returning After A Positive Test

Instruction During Inclusion

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Addressing Community Spread In South Dearborn Community School Corporation

### Low/No Spread

- Establish and maintain communication with local and state health officials.
- Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible)
- Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick and social distancing), good hygiene, and school/district specific protocols
- Training for school personnel on signs and symptoms of COVID-19
- Establish a protocol for students/staff who feel ill/experience symptoms when they come to school (See Individuals Who are Symptomatic at School)
- Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness

Note: Face shields and masks will be provided to all students and staff

### Minimal/Moderate Spread

- Establish and maintain communication with local and state health officials
- Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to the extent feasible)
- Implement enhanced social distancing measures
- Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick and social distancing), good hygiene, and school/district specific protocols
- Establish a protocol for students/staff who feel ill/experience symptoms when they come to school
- Isolate and deep clean impacted classrooms and spaces
- Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness

Note: Districts have the authority and flexibility to close school buildings and utilize distance/remote learning as needed

### Substantial Spread

- Coordinate with local and state health officials
- Participate in contact tracing efforts and specimen collection efforts as directed by local health officials (to extent feasible)
- Closing the corporation will be evaluated
- Implement distance/remote learning
- Close off affected areas and if possible, wait 24 hours before cleaning and disinfecting
- Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness

For additional guidance on addressing community spread, see the CDC's Consideration for School. Any CDC Implementations may vary between communities.

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Practicing Prevention

### Low/No Spread

- Teach and reinforce good hygiene measures such as handwashing, covering coughs and face coverings
- Provide approved hand soap and hand sanitizer and paper towels or hand dryers
- Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick and social distancing), good hygiene, and school/district specific protocols
- Clean/disinfect frequently touched surfaces at least daily and shared objects after each use
- Allow students and staff to bring face masks/covering to use from home
- An IDOE approved cloth mask and shield will be provided to students and staff
- Students in grades 3 and up will be required to wear a mask at school, along with teachers and staff **Update**
- Students will only share supplies when necessary
- Take steps to ensure all water systems and features are safe
- Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, as long as this does not pose a safety or health risk to students/staff
- Conduct deep cleaning of schools prior to students/staff returning; schedule periodic
- Cleanings during weekends or school holidays/breaks (to the extent practicable)

### Minimal/Moderate Spread

- Teach and reinforce good hygiene measures such as handwashing, covering coughs, and face coverings
- Provide approved hand soap and hand sanitizer and paper towels or hand dryers
- Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick and social distancing), good hygiene, and school/district specific protocols
- Clean/disinfect frequently touched surfaces at least daily and shared objects after each use
- Playground equipment sanitized daily
- Provide masks and other appropriate PPE to staff as needed
- Allow students and staff to bring face masks/coverings to use from home
- Take steps to ensure all water systems and features are safe
- Turn off water fountains and provide water and allow students and staff to bring water bottles from home
- Conduct deep cleaning of schools prior to students/staff returning; schedule additional cleanings during weekends or school holidays/breaks
- Students in grades 3 and up will be required to wear a mask at school, along with teachers and staff **Update**

### Substantial Spread

- Work with state and local health officials
- Use social media and other communications to inform parents, students, and staff about COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols
- Encourage COVID-19 testing CDC Guidance
- Symptoms of Coronavirus
- What Healthcare Personnel should know About Caring for Patients with Confirmed or Possible COVID-19 Infection
- Standard Precautions
- Transmission-based Precautions Indiana Department of Health - Website

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Transporting Students

### Low/No Spread

Implementation standard operating procedures while taking preventative measures such as:

- Bus drivers are required to wear face masks/coverings while transporting students *Update*
- Students sit with family members where possible
- Students will sit in the same seat daily according to seating chart
- No field trips outside of school community
- Inspecting buses prior to students returning and as part of a regular rotation
- Cleaning and disinfecting frequently touched surfaces on the bus at least daily
- Airing out buses when not in use
- All buses are cleaned daily following routes
- Students in grades 3 and up will be required to wear a mask while riding school provided transportation *Update*

### Minimal/Moderate Spread

- Bus drivers are required to wear face masks/coverings while transporting students *Update*
- Students sit with family members where possible
- Students will sit in the same seat daily according to seating chart
- Utilize spaced seating (to the extent practicable)
- Eliminate field trips
- Clean and disinfect frequently touched surfaces on the bus at least daily
- Establish protocols for bus stops. Loading/unloading students to minimize congregation of children from households
- Airing out buses when not in use
- Students in grades 3 and up will be required to wear a mask while riding school provided transportation *Update*

### Substantial Spread

School buildings are closed.

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Protocol for Entering School Buildings

Low/No Spread	Minimal/Moderate Spread	Substantial Spread
<ul style="list-style-type: none"><li>● Implement standard operating procedures while taking preventative measures such as:</li><li>● Provide hand sanitizer for students and staff</li><li>● Limit unnecessary congregations of students and staff</li><li>● Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene and school/district specific protocols</li><li>● Establish a protocol for essential visitors: calling the front office before entering, screening visitors, requesting use of face coverings/masks, etc.</li><li>● Installation of plexiglass shields at each main reception area</li></ul>	<ul style="list-style-type: none"><li>● Post signage in classrooms, hallways, and entrances to communicate how to stop the spread. COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols</li><li>● Establish a protocol for student/staff who feel ill/experience symptoms when they come to school</li><li>● Building nurse will screen symptomatic students and staff (to the extent practicable):<ul style="list-style-type: none"><li>o Isolate and send home if internal temperature over 100.4°F (38°C)</li><li>o Confidentiality will be maintained</li></ul></li><li>● Establish a protocol for visitors: calling the front office before entering, screening visitors, requiring use of face coverings/masks, etc. Restrict nonessential visitors and volunteers</li></ul>	<p>School buildings are closed.</p> <p>Only essential personnel will be permitted in the buildings to address safety and health concerns.</p>



# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Food Service

### Low/No Spread

- Implement standard operating procedures while taking preventative measures such as:
  - Providing hand sanitizer for students and staff
  - Requiring students and staff to wear face masks coverings while in large group gatherings
  - Conducting cleaning of cafeterias and high-touch surfaces throughout the school day
- Food Service staff will wear face masks/coverings

### Minimal/Moderate Spread

- Require students hand washing before and after meal service
  - Provide hand sanitizer for students and staff
  - Use disposable plates, utensils, etc. where necessary
  - Designated entrances and exit flow paths and stagger use when necessary
  - Conduct cleaning of cafeterias and high-touch surfaces throughout the school day
  - Food Service will wear face masks/coverings
- Alternative Serving Models:
- Serving meals in classrooms
  - Serving meals in cafeterias with:
    - Spaced serving lines
    - Spaced seating
    - Longer meal periods for more staggered meal delivery (utilizing state seat time waiver to extend meal periods)
    - Consider pre-packaged boxes or bags for each student instead of traditional serving lines.
- Avoid sharing of food and utensils

### Substantial Spread

School buildings are closed.

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Transitioning in the Building

### Low/No Spread

Implement standard operating procedures while taking preventative measures such as:

- Requiring students in grade 3 and above including staff to wear face masks/coverings while in large group gatherings or transitioning in the building

**Update**

- Conducting cleaning of hallways and high-touch surfaces throughout the school day
- Designating areas of the hallway (i.e. lanes) to walk to keep students separated (to the extent practicable)

### Minimal/Moderate Spread

- Limit mixing between groups (to the extent practicable)
- Requiring students in grade 3 and above including staff to wear face masks/coverings while in large group gatherings or transitioning in the building

**Update**

- For class changes and other transitions throughout the school day:
  - Provide additional time for transitions
  - Designated areas of the hallway as flow paths to keep students separated to minimize congregation of students (up and down staircases)
  - Plan staggered class changes to decrease number of students in hallways at one time (if practicable)
  - Have the same group of students stay with same staff (as much as feasible)

Note: Implemented practices may vary between buildings and age groups.

### Substantial Spread

School buildings are closed.

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Conducting a Large Group Gathering

### Low/No Spread

- Implement standard operating procedures while taking preventative measures such as:
- Providing hand sanitizer for students and staff
  - Requiring students in grade 3 and above including staff to wear face masks/coverings while in large group gatherings *Update*
  - Limiting unnecessary congregations of students and staff
  - Follow IHSAA guidelines for sporting events and practices
  - Follow ISSMA guidelines for music events and competitions
  - Utilize virtual meetings or gatherings to share information or communicate

### Minimal/Moderate Spread

- Requiring students in grade 3 and above including staff to wear face masks/coverings while in large group gatherings *Update*
- Abide by the maximum number of people allowed to congregate as defined by local and state officials
- Discourage the congregation of students in parking lots and common areas
- Stagger the schedule for large group gatherings (i.e. recess and school meals)
- Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing
- Follow IHSAA guidelines for sporting events and practices
- Follow ISSMA guidelines for music events and competitions
- Utilize virtual meetings or gatherings to share information or communicate

### Substantial Spread

- School buildings are closed.
- Essential working personnel must abide by the guidance of state and local officials regarding the maximum number of individuals allowed to congregate
  - All extra-curricular and co-curricular activities are cancelled

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## Instruction

### Low/No Spread

- Implement standard operating procedures while taking preventative measures such as:
  - Providing hand sanitizer for students and staff
  - Conducting cleaning of classrooms and high-touch surfaces each day
  - Limiting physical interaction through partner or group work
- Provide additional instructional support to:
  - Students at-risk of not graduating on time
  - Students with disabilities
  - Students who struggled in the prior distance/remote learning environment (i.e. early grades, English Learners, etc.)
  - Identify essential concepts / skills grade levels and provide access to enrichment where necessary
- Address learning loss:
  - Formative assessments will be used to gauge student knowledge prior to instruction

### Minimal/Moderate Spread

- Traditional Instructional Model
- Schools can deliver traditional instruction under Minimal/Moderate Spread by implementing the recommendations outlined in this plan
  - Use the master schedule to balance class numbers as much as possible – remove unused desks and furniture in classrooms; maximize social distancing (to the extent practicable)
  - Student desks arranged forward facing and spread out to the greatest extent possible for social distancing
  - Repurpose of large spaces, if possible, to create additional classroom usage
  - Limit physical interaction through partner or group work
  - Establish distance between the teacher’s desk/board and students’ desks
  - Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing

### Substantial Spread

- School buildings are closed.
- Implement a robust Distance Learning Plan
  - Instructional learning will move digital, and communication will be provided as to when/where students can pick up supplies necessary to complete digital learning at home
  - District/school communication will be provided about meal availability and pick up locations

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## IN THE EVENT OF A CONFIRMED DIRECT EXPOSURE TO SDCSC

### EXPOSURE

Students/Staff: Close or direct contacts with individuals that have confirmed Covid-19 test results are now required to isolate for 14 days, and that receiving two negative test results is no longer an option for removal of isolation status.

You are considered direct or close contact if you meet any of these criteria:

- You were within six feet of someone who has COVID-19 for at least 15 minutes
- You provided care at home to someone who is sick with COVID-19
- You had direct physical contact with the person (touched, hugged, kissed, etc.)
- You shared eating or drinking utensils
- Were in contact with a sneeze, cough or other respiratory droplets

According to the Dearborn County Health Department, direct or close contacts should stay in home isolation for a total of 14 days from last contact with the individual who tested positive for COVID-19, and watch for fever or other symptoms of the virus.

Symptoms of COVID-19 include but are not limited to: fever, chills, headache, sore throat, new loss of taste or smell, muscle or body aches, tiredness, diarrhea, nausea or vomiting, cough, congestion or runny nose.

### INDIVIDUALS WHO ARE SYMPTOMATIC

- After consultation with your medical provider, school principals should be notified if a student or staff member is experiencing symptoms related to COVID-19 and should not report to school or work.

### INDIVIDUALS WHO ARE SYMPTOMATIC AT SCHOOL

- Work with school administrators and school nurses to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms
- School nurses should use **Standard and Transmission-Based Precautions** when caring for sick people. See: What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## INDIVIDUALS WHO ARE SYMPTOMATIC AT SCHOOL - CONTINUED

- Establish procedures for safely transporting anyone who is sick home or to a healthcare facility. Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
- Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children.
- Advise sick staff members and children do not return until they have met state health criteria to discontinue home isolation.
- Inform those who have had close contact to a person diagnosed with COVID-19 and follow state health guidance if symptoms develop.
- Communicate and coordinate with local health officials regarding confirmed COVID-19 cases. These officials will help administrators determine a course of action for the school involved/district.
- Local health officials' recommendations for the scope (e.g., a single school, multiple schools, the full district) and duration of school dismissals will be made on a case-by-case basis using the most up-to-date information about COVID-19 and the specific cases in the community.

## RETURNING AFTER A POSITIVE TEST

### **Symptomatic**

- Students/Staff may return after 72 hours without a fever (3 full days of no fever without the use of medicine that reduces fevers)
- Other symptoms improve
- At least 10 days have passed since symptoms first appeared
- Individual has been cleared by their healthcare provider

### **Asymptomatic**

- Students/Staff who have not had symptoms but have tested positive for COVID-19 may return 10 calendar days following their positive test without symptoms
- Individual has been cleared by their healthcare provider

## INSTRUCTION DURING INCLUSION

- Students who are feeling well enough to participate, or who are home because a family member or close contact has tested positive will continue with their instruction online. Content will be delivered by their classroom teacher(s) through Google Classroom and students will have access to a support instructor for check-ins and help as needed.

# SOUTH DEARBORN COMMUNITY SCHOOL CORPORATION

## COMMUNICATIONS GUIDANCE FOR SDCSC RE-ENTRY PLAN

### WHO?

The SDCSC Superintendent will serve as the central point of contact for district-level COVID-19 plans and concerns. Building-specific plans and concerns will be addressed and communicated by each building principal.

Superintendent – Eric Lows  
[eric.lows@sdsc.k12.in.us](mailto:eric.lows@sdsc.k12.in.us)

Buildings  
Principal, SDHS – Jeff Bond  
[jeff.bond@sdsc.k12.in.us](mailto:jeff.bond@sdsc.k12.in.us)

Principal, SDMS – Sam Melton  
[sam.melton@sdsc.k12.in.us](mailto:sam.melton@sdsc.k12.in.us)

Principal, AES – Leanna Phillippe  
[leanna.phillippe@sdsc.k12.in.us](mailto:leanna.phillippe@sdsc.k12.in.us)

Principal, DES – Kyle Miller  
[kyle.miller@sdsc.k12.in.us](mailto:kyle.miller@sdsc.k12.in.us)

Principal, MES – Mary Bailey  
[mary.bailey@sdsc.k12.in.us](mailto:mary.bailey@sdsc.k12.in.us)

Principal, MHES – Split Position  
Contact Kyle Miller or Mary Bailey

### WHAT?

The purpose of the communications plan is to ensure that all district and building communications are aligned, vetted, and shared consistently to avoid confusion. SDCSC believes that our schools will only effectively navigate this challenging time when there is open and transparent communication with our stakeholders.

### HOW?

SDCSC will use the following to communicate and archive all COVID-19 plans and related items.

SDCSC Website: [www.sdsc.k12.in.us](http://www.sdsc.k12.in.us)

SDCSC Facebook Page:  
<https://www.facebook.com/southdearbornschools>