



School District of Prentice

Student Learning and Covid-19



District plan to safely open schools in the fall August 2020

It is the responsibility of our schools to instruct effectively to meet the individual and collective needs of all students. It is further the responsibility of our homes, churches, and community to support this educational process, making us worthy of being "One Nation under God."

Prentice School District Health Overview

The School District of Prentice School Board has affirmed their preference to begin the 2020-2021 school year in-person this fall while also understanding there are students that will not attend because of underlying health issues with themselves or a family member at home. The guidance provided by the Academy of Pediatrics aligns with this preference saying that the (APA) “strongly advocates that all policy considerations for the coming school year should start with a goal of having students physically present in school.” Attending in-person school is fundamental to the development of our children educationally, socially, and for their well-being. There is data that shows the importance of schooling that is in-person and now there is documented evidence on all of the negative impacts that our children have displayed since we had to close in the spring of 2020. Although we want to have school in-person things may change over the next few weeks or months to force us to teach remotely for the students education. This is going to take a community of people monitoring illnesses and staying healthy.

The District has put in practices to mitigate the risk by slowing down the spread of Covid-19 and protecting the students, staff and community. The following practices that you will find described in the handbook like hygiene, coughing and sneezing etiquette, social distancing, frequent cleaning, and staying home when sick will help prevent the spread of Covid-19 and other respiratory illnesses. Until there is an immunization that helps us combat this virus the school district will continue to follow the guidelines set by the Academy of Pediatrics (APA), Center for Disease Controls (CDC), The Wisconsin Department of Health Services (DHS), and Price County Health. The District understands that all of the guidelines are subject to change based on any level of the Covid-19 transmission within our building and the community. These practices may be revised at any time based on evidence of new information pertaining to this virus.

Teaching and Learning in the Elementary

All elementary students whether in-person or remotely attending class will be assigned a teacher to provide them guidance, structure, and a connection with the school. The Prentice teaching staff will provide instruction to all the students in the core curricular areas such as: reading & language arts, mathematics, science and social studies. Non-core areas will be attended regularly by in-person students (synchronous) and students attending remotely will select a time to attend to these classes whether with videos, or activities sent by the instructor (asynchronous). Daily expectations will be shared with parents. All students must attend their classes whether remotely or in-person.

Staff members who teach music and art will travel to the classrooms to conduct their classes for the first quarter of the school year to keep our cohorts in tact with minimal travel through the building. This will be reevaluated at the end of the first quarter to identify whether or not we can begin using the choir and band rooms for instruction. Physical education classes will be held outside or in the gym where there is plenty of room to social distance.

Grading, rigor of assignments, and expectations will be the same for all students. For virtual learning, parents or guardians will have to pick up and drop off all materials at the school once a week. We need to have all of the students stay current with their learning and have all of the materials necessary and available to them week to week. Technology will be provided to families remotely learning and we will provide technology support from school to home when necessary.

Teaching and Learning in the Secondary

All classes will be live streamed for the students who are not attending physically in the building. Students that are learning remotely will attend classes regularly with the students who are physically in attendance. GoogleMeets will be the platform used in the secondary to receive all of the information necessary to be successful in the classes. Students will be provided a Chromebook or Laptop if necessary to access all of their information necessary for their classwork. The district will provide support for all technology devices. There may be alternate assignments or coursework for the students that attend remotely. Certain classes such as science and the labs that are offered, art, technology education may be offered in a different format than attending in person. All secondary students must turn in their school work on the assigned due date and grading will be the same whether in-person or remote.



Handwashing

Proper hand-washing includes lathering hands with soap, scrubbing palms, and wrist and in between fingers, washing the back of each hand, washing underneath fingernails and rinsing with water. Dry hands with a clean towel. The entire process should take minimally 20 seconds. Sing the alphabet song while scrubbing.



Hand Sanitizing

Hand sanitizers will also be located throughout the building. If soap and water is not readily available, hand sanitizers that contain 60 percent alcohol will be used by the older students and staff that can safely use this product. Students will be shown how to properly sanitize their hands. Students will cover all surfaces of their hands and rub them together until they feel that their hands are dry.

Elementary students will wash their hands when they enter or exit their classrooms each time. Secondary students will sanitize their hands when they enter a classroom and exit a classroom throughout the day.



Each school area will have hand sanitizing stations for the use by students and staff. They will be located in high traffic areas. They are moveable and will also be used during co-curricular events such as basketball and volleyball games. Also, if the conditions allow for musicals, winter and spring concerts, and parent-teacher conferences. The District office, both gyms, library, and cafeteria will have sanitizers available to students. Soap and water will be located in the washrooms.

Coughing and Sneezing Etiquette

Students and staff will cover their coughs and sneezes using a tissue when at all possible. The used tissues should be thrown into the garbage immediately and hands washed with soap and water.

No Physical Contact

The students and staff will practice social distancing while at school. There should be no high fives, hand shaking or hugs to one another. You may elbow bump and wave to replace physical contact with another.

Avoid touching your mouth, nose or eyes. Please wash your hands immediately if this contact occurs.



Please Stay Home when Sick

Staff and students are asked to stay home from school if they have any 2 of the following symptoms. We want you at school, but not to spread germs. Parents and/or guardians please do not send your child to school. If you are experiencing the following Covid-19 symptoms do not come to school:



Students and staff should also stay home if any illness may prevent you from performing your activities at school comfortably. If you have lice you need to stay home until the case is treated properly.

Parents, students, and staff members are to report to school officials any symptoms that may be Covid-19 related, or if you have been exposed to anyone that has symptoms or if you have had close contact with anyone who tested positive for Covid-19.

Accommodating Staff and High-risk Students

Employees of the School District of Prentice will work with their supervisor if there are concerns about risk. Students that maybe high-risk will be able to attend classes through remote access into their classrooms. We will be working with Price County Public Health to work with anyone who needs special supports and contact tracing.



Health Sick Rooms

The school district will identify sick room areas where students that are symptomatic can stay until they are able to be picked up by a parent or guardian. Once students leave the sick room area, the rooms will be sanitized.

Staff and students who have symptoms of Covid-19 should not come to school. If a student comes to school who exhibits these symptoms they will be placed into the health sick room,

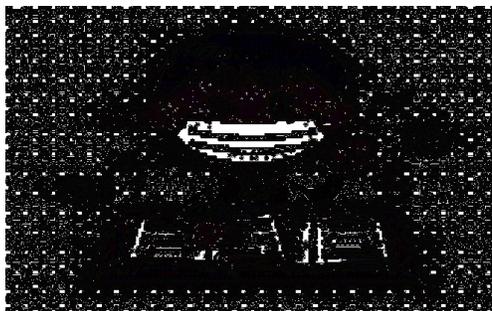
they will wear a mask during this time and will maintain physical distancing until a parent or guardian comes to pick them up. School staff with help of the parents will be sure to keep the emergency contact list current and always up-to-date.

Monitoring Symptoms at School

The students will be monitored during the school day of any observable symptoms. These symptoms are: shortness of breath, fever and cough. Student's temperatures will be taken if a staff member believes a student is sick. The staff will follow all regulations and any privacy laws to respectfully monitor any illnesses at school. Students will learn how to be a self-advocate and report any suspected symptoms to a Prentice school staff member.

Cloth Face Mask Etiquette

The School District of Prentice has masks for Students and employees. Parents please provide your student with a cloth mask of their own so it will fit them correctly. If they lose their mask we will then be able to give them one to use until it can get replaced. It is a state mandate that all students and staff wear a mask for their safety and



everyone's safety around them when in the school building. Employees will be required to wear a face mask when they cannot use social distancing. Teaching staff may also use a clear face shield to teach students so that the students can see the teacher's face while learning. In some cases, this will be very important for students. It may be important for students to wear face shields if it is an accommodation to the students learning.

The CDC and APA both say that the Covid-19 virus is spread among people that are in close contact with one another. They recommend approximately 6 feet for social distancing purposes. Cloth mask coverings will be very important in settings such as ours because it will be very difficult to keep students social distanced away from each other.

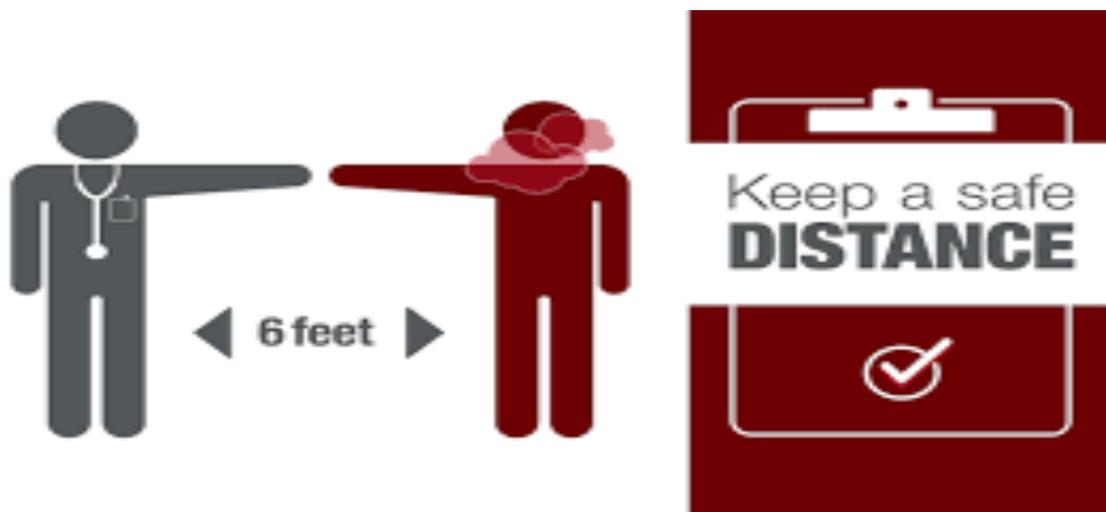
Masks on the School Bus

We live in a large area where students are bused many miles to get to school. It is impossible for parents to bring their students to school in Prentice each day. Since our buses will have many students on them, the school board and the State of Wisconsin Emergency Order #1 require that all students, staff, and bus drivers wear a mask. Social distancing will be impossible on the bus daily. The drivers of the school buses will have assigned seats for students keeping families together on the buses and providing social distancing when it is possible like a seat empty between families of students.

Parents and Visitors at School

Parents, and other visitors will not be allowed into the school building during the school day unless it is an emergency. Upon an emergency the person entering the building will be required to have a temperature check, complete a symptom checklist in the main office, and will need to wear a mask the entire time in the building. We strongly support that no one besides students and school employees enter the buildings. If you are picking up your student for an appointment please call when you are in the parking lot and we will be sure to get your student to the front to meet you at your vehicle.

Physical Distancing



Physical distancing is one way to help not to spread the Covid-19 virus. Students and staff will physical distance when they are at school in the classrooms, lunchrooms, gymnasium and any other place that this is possible. If this distance is maintained it is less likely that the virus can get spread from one person to another.



There will be challenges with physical distancing at our schools. We know how the young students like playing with others and like to touch. The teachers will teach the students how to distance themselves but if they are in an activity where they cannot, the students will need to wear their masks. When a teacher is in front of the classroom and can physically distance themselves from their students they still

will need to wear their cloth covering. Once the mandatory face mask order is no longer in effect. Teachers may not wear a mask if they can physical distance from their students.

Lunch Service

The students will have special seating so that they have physical distancing between them. Tables will be sanitized before and after each use. Students will not all be in the cafeteria at one time. The younger students will come to lunch first and grade levels will stay together as a cohort from their classrooms. 3-6 feet of distancing will be maintained for students. Students will wear a mask until they sit down to eat.

Playground

6 feet of social distancing will be also required when the students go out to the playground for recess. Recess supervisors will learn how to distance students while doing outside activities. Students must have masks on if they cannot physically distance outside. Different grade levels will have different areas of the playground if they are out at the same time.

General Information

The orders for closing school for public health reasons may come from the Governor's Office or the Wisconsin Department of Health Services and/or Price County Public Health and the School District of Prentice Board of Education. The school district will follow their directives. The Prentice School District has approximately 416 students that we are responsible for in our community. The school district has schooling for children from 4K-12 grade. The age range of these students would be 4 years old up through 18 years of age. Altogether we have 66 staff members. 34 of those staff members are teachers, 6 teachers aids, 3 cooks, 3 janitors, 1 maintenance person, 5 bus drivers, 3 secretaries, 1 bookkeeper, 1 principal, 1 principal/district administrator and 9 school board members.

Visitor and Nonessential Person Restrictions

Visitors to the school this year will be prohibited during the school day. All parents, volunteers, sales people and delivery services will not be able to enter the hallways of the school. Parents picking up their students should call into the school and district personnel will be sure the students gets to their parent in the parking lot. Please call 715-428-2811 ext. 2004 for the elementary and 715-428-2811 ext. 1025 for the middle school high school.

There are times when parents need to come into the school for important meetings about their child. Parents will need to wear face coverings at all times while in the school building, use physical distancing and will need to use wash their hands thoroughly before coming into the meeting. The meetings will be held in the conference room to not allow traveling through the hallways. Parents will be notified of these changes by reading this Covid-19 response and letters will be sent home to the parents. Parents will only be able to come into the school by invitation and the district office should be notified of all individuals that will be coming into the school building.

The School District of Prentice can also provide parents with information about how they can have a meeting using technology. GoogleMeets meeting may be appropriate to have a meeting so that no one is coming into contact with someone from outside the building. Teachers and staff can also meet with others using the telephone. Parent/teacher meetings can be held outdoors if appropriate.

All of the entry areas of the school are posted advising parents, guardians, and guests that no visitor may enter the school building. If there is an emergency parents should call the main office at 715-428-2811 ext. 1051 or ext. 2003 to discuss the purposes as to why the parent or visitor needs to come into the building. The students will enter into the school in 3 different entrances. The elementary students PK-5 will enter through the elementary entrance and 6-12 will

enter through the district office entrance. If parents are dropping off their student, they should be dropped off on the sidewalk off of South Street and come through those doors on the south entrance.

Drop off times will be staggered with the buses and parents **please do not drop off your students at the school before 7:45 a.m.** There is not any supervision for students before this time and they will be monitored for sicknesses in the morning as they arrive.

The district will provide much of the information for parents on the school's web page at www.prentice.k12.wi.us or on our Facebook Page Prentice School District.

Education, Monitoring, and Screening of Staff

The staff of the School District of Prentice needs to monitor their own health and stay home if they are not feeling well. If anyone has a temperature of 100.4 or greater that person needs to stay home and monitor their health. Any staff or student should stay home until they have been without a fever for 24 hours without taking any medication.

All staff members that are at a higher risk will need to take more precautions. All staff members are to use face coverings at all times. The teaching staff should use GoogleMeets meetings when at all possible with others outside of the building. They should use frequent handwashing and disinfect high traffic areas of their classroom or space of responsibility.

Staff members should stay home when they are sick. Follow the same protocols as have been followed in the past so that the district has record of the absence and can provide alternative plans for the staff member's responsibilities. Face coverings for all staff members are mandatory in the building per State guidelines. Face coverings are provided by the school district by contacting the district office. All staff members will be shown how to properly wear a face mask and other PPE equipment. Staff members will go through proper education of health safety during the first professional day meeting.

The teacher break rooms will continue to be utilized **but** everyone needs to remember to social distance and disinfect the areas that you used during your time eating and working. Staff and teachers will disinfect their own classrooms during the school day and more cleaning will be done by the janitorial staff each day at a designated time. All classrooms will be sanitized on a schedule by the custodians during the week.

PPE and Other Supplies

The school district has a large supply of face masks for the students and staff of the district. Students are asked to bring their own cloth mask to school and have it washed by their parents every day. If students and staff forget their mask, one will be provided to them by district personnel. We highly recommend students having multiple cloth masks to wear.

Proper hand washing techniques will be taught to the students once they come into the school building. The elementary will have the students wash their hands when they come into the classroom and before they leave the classroom for any purpose. Also, hand sanitizer will be available to all students. Young students will be made aware of the safety using hand sanitizer because it contains 70 percent alcohol. Soap and water will be our safest method. Middle and high school students will be reminded to wash their hands several times a day. They will also use hand sanitizer when they enter a classroom and leave a classroom. Once a student is in a classroom they will not be able to move about the school unless it is a bathroom emergency. All staff will be reminded to wash their hands and to also use hand sanitizer throughout the day.

The district will provide face shields to all teachers if they desire to wear a face shield as they are teaching. Face masks will also be worn when social distancing cannot be avoided. Students who are having Covid-19 symptoms will be given a mask if they do not have one with them at school and be placed into a Covid-19 response room until a parent or guardian can pick them up. High school students with driver's licenses will be able to leave the school once permission

from a parent is obtained. Parents will be reminded to call into the school when they arrive so that their student can come out to the parent in the parking lot.

The PPE supplies will be monitored by the district office. The disinfectants and other chemicals will be monitored by the head of maintenance. The head of maintenance will have all information about the cleaning chemicals used in the school buildings daily. Both areas of the school district will talk at a meeting each week to discuss and improve any Covid-19 protocols.

Education, Monitoring, Screening, and Cohorting of Students

Identifying students who are medically at high risk if they were to contract COVID-19 is very important for us as a district. We will include an additional screening form in our student information paperwork which is sent out before school and is to be turned in on the first day of school. This form will ask parents to identify and document their child's risk factors for COVID-19 as well as personal concerns during this time. Additionally this form will identify needs the family would have to make virtual education successful, if that is decided that either part or full-time virtual education is the best option for keeping their at-risk student safe.

Prentice School District has cameras for each classroom teacher and students can log on during that class period to be part of the class. Teachers will have contact times available for the virtual students that, due to health purposes, cannot meet in person.

Although, Prentice School District is encouraging all students to physically come to school, staff will work with parents to accommodate students. Chromebooks can be sent home for virtual learning and paperwork can be made available if the virtual learning is just not an option.

Parents and students can access COVID-19 information on our website. Any questions at any time, parents can contact school offices.

Any student exhibiting symptoms of COVID-19 will be isolated to one of our designated rooms and temperature will be taken and parents called and expected to come get their child immediately.

Prentice School has two designated rooms for this situation. If symptoms line up with COVID-19, parents are expected to get their child tested and keep them home until test results received. If positive results, child or staff member will be in isolation for 5 days plus 5 days with a mask to return to school. Students and Staff members will also need to be fever free for 24 hours without taking any medication.

Prentice School will contact the symptomatic student's family to be sure of all the close contacts and keep the list in the district office. If a positive test result, those close contacts will be notified and instructed by the county nurse on their next course of action.

All classrooms have been thoroughly disinfected and desks have been distanced according to CDC guidelines. Students are asked to socially distance themselves as best as possible and be considerate of others around them. Virtual learning is offered for students that pose a high risk.

Prentice School is consistently working with the county nurse and other agencies to only allow activities that are in the best interest of our student's and staff's health.

The cafeteria and the cooking staff have limited the amount of students allowed in the commons area at one time and appropriate social distancing seating has been arranged. The staff is disinfecting each table between each class entering the commons area. Seating is only available on one side of each table as well.

Students will be encouraged to remain in classrooms as much as possible. If they need to leave the room, they will be asked to sanitize when they reenter the classroom. All students will be reminded daily about the importance of hand

washing and physical distancing from others in hallways and classrooms and mask wearing will be strongly recommended.

The School District of Prentice will be sure to communicate absences between parents and appropriate school staff. It will be important to recognize if a student is gone with COVID related symptoms so the school can prepare if need be. The school needs parents to work with us, identifying reasons for missing school and notifying school if symptoms change during absence. If the student needs to be gone the recommended COVID quarantine/isolation time, Prentice School teachers will work with parents and students to keep the child up on their school work during this time.

Communication

The School District of Prentice will follow the guidelines for communication that is found in the school safety handbook. The elementary and high school secretary will collect daily information on student absences and report them to the district administrator and Price County Public Health. If students or staff members report of a suspected or confirmed case of Covid-19, it will be reported immediately to the Price County Public Health at 715-339-3054. Information about who may have Covid-19 will not be shared with the public. Communication about this virus is essential and keeping daily accurate records helps, so that we can identify everyone who may have been in contact with a positive case. Students will be welcomed back to school once the isolation time has expired and they have been fever free without medication. Much like other illnesses that come up during the school year, a letter will be sent home to parents notifying them if someone in their student's classroom contracted Covid-19. Once school personnel are notified, parents and guardians will also be notified. If you suspect that your child has Covid-19 symptoms, please self-report to the school offices. 715-428-2811 ext. 2004 or email erickay@prentice.k12.wi.us elementary and 715-428-2811 ext. 1025 or email strodeb@prentice.k12.wi.us for the high school.

Information from the school district will come from multiple sources. Letters will be sent home with students with vital information for parents. Also, the school district uses its web site at www.prentice.k12.wi.us and Facebook to provide parents with information. The other means of putting out information just to our parents is through Infinite Campus. While keeping with HIPPA guidelines, Parents will receive an email, text, or voicemail about any required urgent information. Please if you haven't signed up for this service contact the administrative assistants in the buildings. Information about known or suspected students with COVID-19 will be shared on a need-to-know basis with staff who is in contact with that student.

It will be highly recommended for students and staff to wear face masks or coverings while in the building. Staff will communicate with their students about the proper way to use a face mask or face covering while at school. The district will need to have information from a physician if students cannot wear a mask at school because of medical reasons. If other reasons, school staff will need to set up a meeting to discuss the issue and possibly will need to develop a 504 for the student.

Any staff member suspecting a case of Covid-19 shall report this information to the appropriate level of authority. Once information is provided a health check routine will go into place. Student will be brought to the Covid-19 room based on their grade level, mask will be placed on the student, temperatures will be taken, and questionnaire given to the student. Any student with a temperature of 100.4 degrees Fahrenheit will need to be sent home once transportation has arrived.

Closure

The Price County Public Health t along with the school district will stay in weekly contact about any sickness cases. These cases will be monitored daily along with attendance. The school district and the Price County Public Health will communicate a possible school closure. This closure may only last a few days while deep cleaning takes place and Covid-19 testing is completed. Teachers will continue to educate their students by remote learning. Teachers will know which students may need devices to take home for their learning. Students will be expected to continue with school work when they are at home and report into their teacher when classes go remotely. Any closure will be communicated to staff and parents through emails, texts and letters sent home to parents and guardians. After an intermittent closing of a school or grades of students there will be another email, text or other communication telling parents or guardians when school will reopen safely. We understand that this will be hard on parents too if their student has to stay home for a period of time. We need to work together to help move the students to as much normalcy as possible for their benefit of education and health and wellness. The School District of Prentice will do whatever is necessary to balance school and safety.