

# RETURN 2 LEARN

*Response to the  
COVID 19 Pandemic*

*Revision  
8.11.2021*



Dear Shenandoah CSD Families & Friends,

Summer greetings! I want to be the first to welcome you to the start of the 2021-2022 school year. The leadership team and staff have invested a great amount of time preparing for the school year to start, so I have full confidence it will be a great school year.

Last summer, the District developed a comprehensive mitigation plan to reduce the spread of COVID 19. I sincerely appreciate the staff, students, families, and community members that helped and cooperated to implement the plan, even though parts of it were difficult to manage.

Unfortunately, the battle against COVID 19 is not quite over. However, we learned a lot over the year about what worked well and what did not.

There is also different guidance from the Iowa Department of Public Health and Iowa Department of Education that has prompted the District to review the current plan and consider what changes might be possible to implement

A few items to note:

- It may be appropriate for some students and staff to consider wearing masks while at school and in some school activities, but it will no longer be a requirement due to a change in Iowa Code 280.31. However, the CDC has issued guidance that indicates face masks are to be worn while using public transportation including school buses. The District will make masks available on the bus and recommends that students and staff wear them but will not require this due to Iowa Code 280.31.
- Vaccines for COVID 19 are encouraged but not required for students or staff.
- IGNITE Online & Personalized Learning will serve as the option for parents who want to have their students participate in remote learning. Students who fail to attend and participate will be required to return to on-campus learning.
- On-campus learning will be available for all PK-12 grade students. The forced hybrid and online options for students previously listed under levels 3 and 4 have been removed.

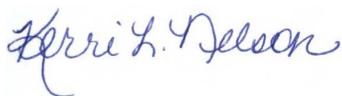
Please consider the Iowa Department of Education, Iowa Department of Public Health, or Governor's office has frequently changed policies and guidance related to COVID 19. When this occurs, the District can be forced to make changes as they have the authority to impose mandates (i.e. vaccines, masks and school closures).

While the situation remains fluid, the District's Four-Level Response plan is in place to help us make critical decisions on mitigating the virus. We will continue to invest in a considerable amount of cleaning products, tools, and PPE to help us implement the plans that we have made. Social distancing and "Doing the 5" also continue to be an important part of the plan. These practices help us to reduce the spread of COVID and many other forms of illness.

The first two days of school will start on an altered schedule, similar to last year, in smaller group settings to teach protocols and procedures necessary in our new learning environment. It may feel like a bit of a disruption, but I am asking for your patience and understanding as time is being used to teach important health, safety, and life skills. In addition, this document will provide you with valuable information about the District's plan.

Please feel free to contact your school principal if you have questions or concerns.

Sincerely,



Dr. Kerri Nelson



# IMPORTANT DATES

We will start the school year on an altered schedule for the first two days so that we may work with staff and students in a smaller group setting to teach protocols and procedures necessary in our new learning environment. It is a disruption, but we are asking for your patience and understanding as the time is being used to teach important health, safety, and life skills.

Please note the following:

**Preschool** for 3 and 4 year olds will start on **Wednesday, August 25th**.

Monday, August 23rd students in **odd grade levels** will attend school. This includes students in the following grade levels:

Elementary Grades: 1, 3

Middle School Grades: 5, 7

High School Grades: 9, 11

Tuesday, August 24th students in **even grade levels** will attend school. This includes students in the following grade levels:

Elementary Grades: JK, K, 2, 4

Middle School Grades: 6, 8

High School Grades: 10, 12

Wednesday, August 25th all students in grades JK-12 will attend school.

Please contact your building administrator if you have any questions related to the schedule for August 23rd - August 30th.

We are looking forward to seeing you again and having everyone on campus!

In order to keep the school doors open we need to work together to stay healthy. It is good wisdom to eat well, exercise, and getting enough sleep. It is essential for our overall health and it also improves the immune system. It is also important that we consider how we can avoid contracting the COVID 19 virus. Shenandoah CSD is placing high value on promoting social distancing when possible and "Do the Five" to help stop COVID 19. There are signs posted at each building entrance and key locations in the building reminding everyone to use these prevention strategies. Staff will be modeling and teaching these expectations to students.



Social distancing is an effective strategy to reduced the spread of COVID 19 and is considered a core component of the district's health and safety plan. Students will be taught and expected to maintain 3 to 6 feet between them and their peers. It may not always be possible to maintain this distance (i.e., on the bus, in smaller rooms or shared spaces), so students will be introduced to other strategies to help keep them safe such as wearing a face covering and "Do the Five."



It may be appropriate for some students and staff to consider wearing masks while at school and in some school activities, but it will no longer be a requirement due to a change in Iowa Code 280.31. However, the CDC has issued guidance that indicates face masks are to be worn while using public transportation including school buses. The District will make masks available on the bus and recommends that students and staff wear them, but will not require this due to Iowa Code 280.31.



We are urging everyone to "Do the Five" and wear a face covering. It may seem overly simple but these are effective strategies that will help keep us safe and reduce the spread of COVID 19.

## **SCSD Leveled Response to COVID 19**

Please visit the District website at [www.shencsd.com](http://www.shencsd.com) for a copy of the District's four levels of response to COVID 19. The document is a summary of the District's Return to Learn Plan (R2L) and response to the COVID 19 Pandemic. It is important to note changes are made as we learn more about COVID 19 and guidance is provided from various agencies.

### **Accommodations**

Accommodations will be made for PK-12 students who are unable to attend school in-person full-time due to COVID related illnesses or quarantine. A Personalized Learning Plan will be created to support students who are absent more than two weeks. The Personalized Learning Plan will address learning needs using online learning, instructional packets or activities, small group instructions (on and off-campus), and other remote learning tools. Some students may attend onsite in small groups or alternate locations to receive specialized instruction (i.e. special education, TAG, ELL). Students will be monitored by our Remote Learning Coordinators and Content Area Specialists to ensure their learning needs are being met. Attendance and participation will be required whether students participate on-campus or remotely.

### **Temporary Internet Access**

Internet "hot spots" may be checked out to students on a temporary basis if they are required to be absent for COVID-related reasons. For more information, please contact the Remote Learning Coordinators for your student's grade level. K-6: Kristin Moore [moorek@shencsd.com](mailto:moorek@shencsd.com) & 7-12: Denise Green [greendr@shencsd.com](mailto:greendr@shencsd.com)

### **COVID Contact Tracing**

The District will follow with the Iowa Department of Public Health (IDPH) guidance related to illness reporting and contact tracing. This means the District will continue to report information to IDPH when greater than 10% of students are absent due to illness. When this occurs public health officials will contact the district to provide best practices and support tailored to the specific types of illnesses being reported.

### **COVID Vaccinations**

All students and staff are encouraged to visit with their personal health care provider about the COVID vaccination. Currently, COVID vaccinations are available for all staff and students ages 12 years and up through Page County Public Health and Hy-Vee.

### **HVAC & Ventilation**

The Director of Maintenance and Operations regularly checks the system, changes filters and consults with Control Management, Inc. (CMI), about the HVAC systems in the district. CMI is under contract to monitor the digital controls and Rasmussen inspects the HVAC units in all of the District's facilities. The District completed extensive retro-commissioning of the HVAC system (2020) and installed new windows (2019) at the Shenandoah High School as part of the recent renovation. The District is consulting with CA Nelson about the need for updates to the HVAC system and windows at the JK-8 building as priority projects to be completed using ESSER II and III funds. Additionally, the District is reviewing recommendations from the US Department of Education on improving ventilation systems in our schools.

# General COVID 19 Procedures & Protocols

In order to reduce the spread of the COVID 19 virus, Bloodborne Pathogens, or other illnesses, all staff are required to complete the following training and follow the procedures and protocols in classroom settings.

- Complete the AEA Bloodborne Pathogens Training and follow established protocols for cleaning up bodily fluid and appropriately dispose of materials.
- Maintain social distance while at work and school activities to the extent possible.
- Monitor illness. Do not come to work if you are sick or have a fever of 100.4°F or higher. A staff member who appears to be ill or has a fever will be sent home.
- Consult with your medical provider if you have allergies or other health conditions with similar symptoms to COVID 19 that might be concerning (i.e., coughing, sneezing, or runny nose).
- Be mindful of your travel and activities that might place you at a higher risk. Take precautions as needed to protect yourself and monitor yourself for symptoms.
- Report cases of potential exposure and positive COVID 19 test results to your supervisor. Follow directives given by health officials to quarantine as needed.
- Keep the information you learn about a student's or staff member's health confidential. Share information as needed and only to appropriate people (i.e., your supervisor, the school nurse, or superintendent).
- Be prepared to work remotely as needed in the even the District is required to close temporarily.
- Use good judgment. It is not possible to create guidance, procedures & protocols for each scenario staff may encounter. Staff will need to consider what options are available and use good judgment as decisions are made.

## **Classrooms**

- Use the cleaning spray provided to clean and wipe down desks and tables when there is a transition between groups of students.
- Assign classroom seating and keep a note of when changes are made.
- Arrange classrooms to provide the maximum amount of distance that is feasible between student desks and workplaces.
- Organize classroom materials and supplies in a manner that can be easily accessed by students and appropriately cleaned. Remove unnecessary items, clutter, and other objects that are difficult to clean.
- Plan to avoid sharing supplies to the extent possible. Clean supplies as appropriate when it is necessary to share supplies. When supplies must be shared, encourage the proper use of hand sanitizer, and require students to wash their hands.

- Avoid the use of food and candy as part of instruction. Use prepackaged or individually wrapped items and ensure sanitation practices and handwashing protocols are followed if it is necessary to use food or candy to meet a learning standard or an objective.
- Use prepacked food, individually wrapped candy, or other treats for classroom celebrations (birthdays, rewards, and parties) and ensure sanitation practices and handwashing protocols are followed. Plan fun activities, games, or rewards that do not involve food as an alternative.
- Allow students to have a water bottle at their desk or workstation rather than using the drinking fountains.
- Establish and teach protocols for washing hands and using hand sanitizer. Post signage in restrooms, by sinks, and on hallway monitors reminding everyone to wash their hands appropriately and use hand sanitizer.

### Transportation

- It may be appropriate for some students and staff to consider wearing masks while at school and in some school activities, but it will no longer be a requirement due to a change in Iowa Code 280.31. However, the CDC has issued guidance that indicates face masks are to be worn while using public transportation including school buses. The District will make masks available on the bus and recommends that students and staff wear them , but will not require this due to Iowa Code 280.31.
- Have drivers enter the bus last to the extent possible.
- Make hand sanitizer available for students as they enter the bus.
- Assign seating on the bus. Arrange students either with family members or with consistent seat partners. Create distance between groups for the students who are on the bus for the most extended period of time.
- Use the fogger to disinfect the buses at least once a week.
- Use prepacked food, individually wrapped candy, or treats for bus celebrations (i.e., birthdays or rewards). Consider the use of rewards that are not food-related.

### Cafeteria

- Have students wash hands or use hand sanitizer before allowing them to go through the line to pick up their tray.
- Assign seating in the cafeteria at the elementary and middle school level.
- Create a maximum distance between each student by either skipping a seat or limiting the number of students at each table.
  - Use cleaning spray to clean and wipe down tables when there are transitions between groups of students..
  - Discontinue the use of salad bar at **level 3 and higher**. Prepackaged items are acceptable in place of a salad bar.
  - Allow for 50% occupancy in the cafeteria at any given time at **level 3 and higher**. Arrange for students to eat in alternate locations (i.e., classrooms, gyms, etc.) as necessary.

## Hallways

- Establish procedures for hallway behavior that emphasize social distancing (i.e., staying in lines and using stopping points as groups walk down the hallway).
- Post signage reminding students and staff about social distancing. Mark hallways to indicate direction students & staff are to walk. ***Please do not use Scotch tape, packing tape, or sticky decals on the carpeting or the classroom doors. Tape causes damage to the paint and the woodwork.***
- Create building procedures for passing times and locker access that limit the number of students in the hallway at one time.

## Common Areas

- Avoid allowing students or staff to congregate in common areas. If it is necessary to use common areas for entrance and dismissal, ensure expectations for social distancing and the use of face coverings is taught and reinforced, the area is marked with appropriate signage and supervision is provided. ***Please do not use Scotch tape, packing tape, or sticky decals on the carpeting or the classroom doors. Tape causes damage to the paint and the woodwork.***

## Office Areas

- Avoid allowing students, visitors, or staff to congregate in office areas. Post signage encouraging social distancing and the use of face coverings. Mark the entrance and exit procedures and direction they need to walk in the office area. ***Please do not use Scotch tape, packing tape, or sticky decals on the carpeting or the classroom doors. Tape causes damage to the paint and the woodwork.***
- Establish a sick room waiting area to be used if a student or staff member becomes ill and needs to wait for assistance. Use the cleaning spray provided to clean and wipe down tables and chairs when there are transitions between the use of the room. Request fogging if a sick individual is symptomatic of COVID 19.
- Use the cleaning materials provided to wipe door handles, desk, and phones at least once a day in work areas. There are hand sanitation wands available in the office areas to help with this as well. The wands are a secondary line of defense, but they are helpful for small areas.
- Please keep hand sanitizer at the workstation and use it as needed. Have hand sanitizer available for students, visitors, and staff who come into the office area.
- Consider calling, emailing, or scanning a document to a coworker rather than passing paper or going to someone's office.

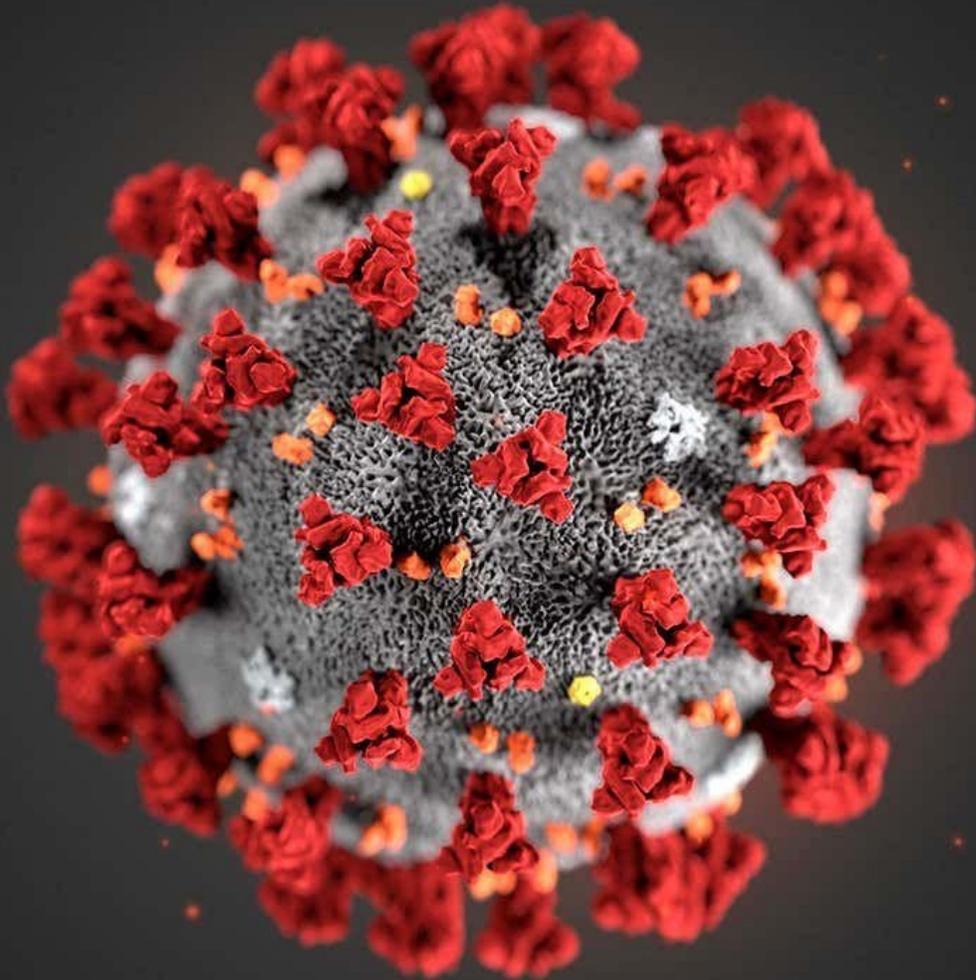
## Lounge Areas

- Wipe down the tables before and after use in the staff lounge. Ensure dishes are done and properly store food.

## Coaches & Sponsors

- Follow all state guidance for athletic or activity practices and events.
- Require social distancing to the extent possible in a similar fashion to what is expected in the classroom.

**Let's Kick COVID-19!**



**#HORSEPOWER**