

# Mendota District #289 Transition Plan Return to School 2020-2021

## District Transition Team

Our transition team, comprised of 22 parents, teachers and administrators met Monday, July 6th to begin planning for fall instruction and our return to school. The team worked through federal, state and health department guidelines, but these guidelines still continue to evolve almost daily. The District Transition Team was responsible for the creation of our plan which balances student and staff safety with best practice instruction.

## District #289 Return to School Plan

The District will return to in person instruction this Fall on August 18th, 19th, 20th and 21st for staff and August 24th for students. The District will designate two of the 5 COVID remote learning plan days for Thursday and Friday August 20th and 21st for training and preparation (staff attends, but students do not) The following items were discussed and considered prior to determining this plan: Health, safety, educational needs, educational best practices, State, Federal, CDC, and IDPH guidelines, parent input, space, enrollment numbers, weather/heat, and wearing face coverings.

The Transition Plan for District #289 is as follows:

All students K-8 will return for in-person, face to face instruction on August 24th from 8:00 to 11:35 am. All students will receive remote learning daily from 12:35 to 3:00 p.m. as an extension of their morning instruction. Teachers will be available through email from 12:35 to 3:00 p.m. to answer questions or provide support. Remote learning will look different for every grade level.

PreK students will be assigned to attend in-person instruction from 8:15 to 10:45 on either MWF or TTH. All families will be contacted for start date and assigned days.

**Any student with a verified medical need prohibiting participation in this blended learning hybrid plan should contact administration for further information/assistance.**

The District will re-evaluate the blended learning plan on **September 18th, 2020** based upon the current COVID situation, the heat/weather conditions, the effectiveness of the current model, and feedback from families and staff. The District will then communicate any changes to parents and staff. Potential full-day in-person instruction could begin on Monday, September 21, 2020. \*\*If the entire district is once again closed due to COVID, the district will then move into structured full remote learning.

**DROP OFF:** Students may NOT be on school grounds until 7:45 a.m. each day unless they are bus students.

### Social distancing

Mendota elementary school students and staff are encouraged to maintain social distancing (6 foot separation) throughout the school day as much as possible. Each building will work to ensure social distancing. This will include social distancing in the hallways and classrooms. Each classroom will remove all non essential furniture to help accommodate with social distancing. Signage reminding staff, visitors, and students to maintain social distancing will be placed at all entrances, in classrooms and throughout other common areas. Building staff will review their student pick up and drop off procedures to maintain social distancing. Students will be granted access to their lockers on a staggered basis with direction from their classroom teachers.

### Face Coverings and P.P.E.

Staff and students will be required to properly wear a nose and mouth covering (face covering) in all areas. Face coverings will be worn at all times in all locations. This requirement is subject to change as these guidelines evolve. Gloves or other PPE must be used as needed when assisting students requires close contact. Mendota Elementary District will provide a clear face shield and a face covering to all employees. Employees may also use (and are encouraged to use) their own approved face covering. Students who do not bring their own face coverings will be provided with one, but are encouraged to provide their own personal face covering.

### Health Screening

Only students and staff who are healthy should report for in-person learning. Students and Staff must enter each day through the designated doors which will be equipped with a walk through touchless temperature scanner. Students and staff showing one or more of the following symptoms of COVID-19 and/or (a fever over 100.4) should remain home and seek additional medical assessment:

- |  |   |
|--|---|
| <input type="checkbox"/> Fever or chills   | <input type="checkbox"/> Headache   |
| <input type="checkbox"/> Cough   | <input type="checkbox"/> New loss of taste or smell   |
| <input type="checkbox"/> Shortness of breath or difficulty breathing                   | <input type="checkbox"/> Sore throat  |
| <input type="checkbox"/> Fatigue   | <input type="checkbox"/> Nausea or vomiting   |
| <input type="checkbox"/> A measured temperature of 100.4 degrees Fahrenheit or greater | <input type="checkbox"/> Known close contact with a person who has been diagnosed with COVID-19 |

Any student or staff member who begins to exhibit a high fever and COVID-19 like symptoms must report to the designated area, following the building procedure. Students will wear a face covering and will remain in the quarantine area until a parent or guardian picks the student up or alternative transportation home is arranged. Staff will remain in the quarantine area until they

are able to leave. These individuals must self-monitor and return to school according to the IDPH guidelines. A doctor's note may be required for staff returning to work.

Staff who has had contact with someone who is positive for COVID-19 must notify their building principal or supervisor immediately and follow IDPH guidelines for self-monitoring and self-quarantine. Students/families who have had contact with someone who is positive for COVID-19 must notify their building principal immediately and follow the IDPH guidelines for self-monitoring and self-quarantine.

### **Facilities**

All custodial/maintenance staff play a critical role in adhering to school guidelines. The sanitation procedures will include extra sanitation efforts using certified EPA products in both low/high contact areas including:

- ☐ Desktops
- ☐ Door handles
- ☐ Countertops
- ☐ Handrails
- ☐ Light switches
- ☐ Drinking fountains
- ☐ Restroom fixtures

Building custodians, maintenance and cleaning personnel will conduct daily cleaning and disinfection. An EPA approved cleaner will be used for disinfection along with our standard cleaning protocols. All frequently touched surfaces (e.g., door handles/knobs, desktops/tabletops, countertops, light switches, pencil sharpeners, computer keyboards, phones, toys, sinks and faucets) will be cleaned on a regular basis. Restrooms, hallways, cafeterias, and common areas will be cleaned throughout the day. Soft surfaces such as carpets and rugs will be disinfected daily. Items such as cloth toys or other cloth material items that cannot be disinfected will not be used.

Extra sanitation efforts will occur during evenings and will include the use of a Halo Fogger to sanitize classrooms.

### **Training**

Each staff member will be required to complete safety training related to our social distancing, face covering and hand hygiene procedures. Each building will provide training to staff that is specific to their unique circumstances. Hand hygiene, wearing face coverings, and social distancing will be included in our curriculum to help educate our students on the importance of proper hand hygiene and personal safety.

Staff will also be provided with training focused on remote learning specifically tied to district curricular platforms. Students will be provided with training focused on remote learning while they are participating in face to face learning.

## **Classrooms**

### **Pre-Kindergarten (PK) classrooms**

- ☐ All parents will be required to use car line for drop off and pick up
- ☐ Classroom areas must be clearly marked to show where to sit, stand or line-up with social distancing as much as possible
- ☐ Students will remain with the same classroom group throughout the day, services will take place in the classroom when feasible or remotely
- ☐ Common areas must be clearly marked to show where to stand or line-up for 6 foot spacing
- ☐ Windows must remain open for increased ventilation as much as possible
- ☐ Hand sanitizing must occur whenever anyone enters the classroom
- ☐ Classrooms will be cleaned after each use or at least daily
- ☐ Do not share school supplies between students or staff

### **Kindergarten to 8<sup>th</sup> grade classrooms**

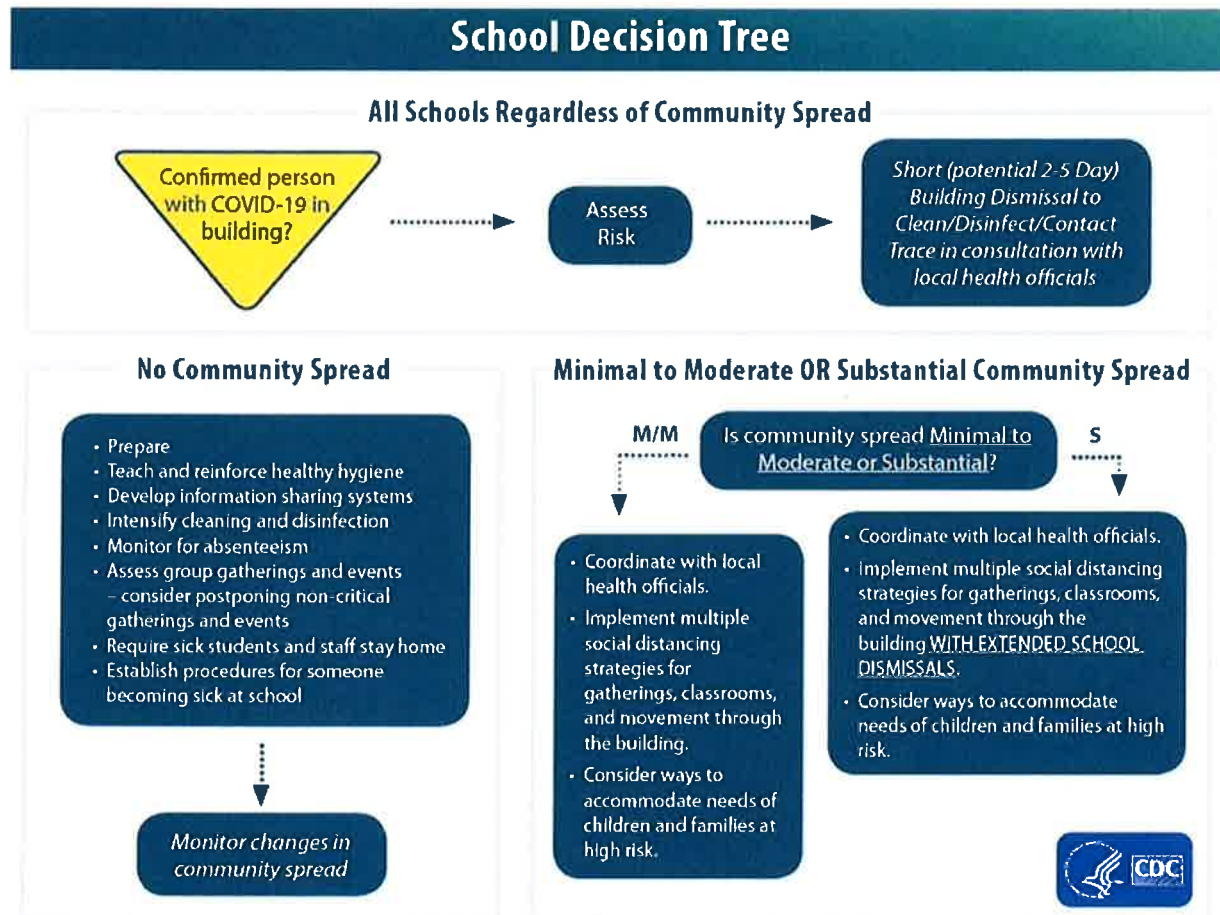
- ☐ Seating must socially distance as feasible
- ☐ Clearly mark common areas and tables to show where to sit, stand or line-up for 6 foot spacing
- ☐ Students (K-5) will remain with the same classroom group throughout the day and any student needing special services may be pulled out
- ☐ Schedule restroom and hand washing breaks to be coordinated throughout the day
- ☐ Schedule and coordinate recess by grade level to minimize student mixing
- ☐ Hand sanitizing must occur whenever anyone enters the classroom.
- ☐ Sharing of school supplies between students or staff is not permitted
- ☐ Daily cleaning of classrooms
- ☐ Stagger transition times
- ☐ Schedule/coordinate activities by grade level to minimize student mixing

### **Hallways, Main Office, and Common Areas**

- ☐ Six feet social distancing when possible
- ☐ Require face coverings for staff and students
- ☐ Clearly visible signage reminding everyone of social distancing and face coverings usage at entryways, hallways, classrooms, and common areas
- ☐ If playground and equipment is eventually used, it will be cleaned after each use
- ☐ Provide access to building by Authorized personnel only. Visitors will be as needed only and will be restricted to a main office area (Clearly visible signage at each entryway)
- ☐ Restrict students to specific areas as identified by the building principal
- ☐ Clean high touch areas throughout the day

## School Closure Plan

Mendota Elementary Schools must be prepared for a short-term closure, regardless of community spread, **if an infected person has been in a school building**. If this happens, the CDC recommends the following procedures regardless of the level of community spread.



## Coordinate with local health officials

Once learning of a COVID-19 case in someone who has been in a school, Mendota Schools will immediately notify local health officials. These officials will help administrators determine a course of action for the classroom, school and programs.

- ☐ The School Superintendent will notify the LaSalle County Health department of the positive case of COVID-19
- ☐ The two entities will collaborate to confirm the positive COVID-19 case and to what degree the Mendota Elementary Schools Positive Case Plan will be implemented.

## School Dismissal for a Suspected or Positive COVID Case

The school, grade level or classroom will be dismissed for 3-14 days depending on specifics of exposure. The initial short-term dismissal allows time for the school and the local health officials

to gain a better understanding of the COVID19 situation impacting the school. Local health officials will help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.

- ☐ Schools are not expected to make decisions about dismissal or canceling events on their own. Mendota Elementary Schools along with the LaSalle County Health Department recommendations for the scope (e.g., a single school, multiple schools, or 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.
- ☐ During any school dismissal, all extracurricular group activities, school-based afterschool programs, and large events (e.g., assemblies, music events, and sporting events) will be cancelled.
- ☐ During any COVID school closure staff, students, and their families are discouraged from gathering or socializing anywhere. This includes group childcare arrangements.

**\*\*If a particular school building or the entire district is closed due to COVID, the district will then move into structured full remote learning.**

#### **Cleaning and Disinfection (COVID Positive)**

District custodial staff will follow the established cleaning procedures for building cleaning and disinfection.

- ☐ Close off areas used by the individuals with COVID-19 and wait as long as possible before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.
- ☐ Cleaning staff will clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- ☐ If surfaces are dirty, they must be cleaned using a detergent or soap and water prior to disinfection.
- ☐ Use of Halo fogger disinfectant machine

#### **School Calendar**

The District is allowed five remote learning planning days which count as student attendance days. Two days will be used on August 20th and 21st for teacher training. Students will start blended learning (half day in person, half day remote) on Monday August 24th, 2020.

**\*The District plan is subject to change should we receive new guidelines from ISBE, the CDC, the IDPH or if Illinois moves into a different phase.**