Baltic School District

“Back to School” Plan 2020-21

Overview

The COVID-19 pandemic required a school closure and a move to distance learning for the 4th quarter of the 2019-20 school year. It is the intention of the Baltic School District to provide an appropriate educational experience as we come “back to school” for the 2020-21 school year. The district takes very seriously the task of providing a safe environment for our students, staff and patrons. It is important to note that it is not possible to eliminate all risk of contracting the virus, but that strategies will be implemented with the goal of reducing that risk. Following is the “Back to School” plan, which is a fluid plan to which changes may have to be made on very short notice, (could be more stringent or more relaxed procedures) with the administration having the authority to make changes as deemed appropriate.

Models of Instruction

The District is making plans for three models of instruction as follows:

1. Traditional Instruction
* Students attend school on-site five days per week.
* Mitigation strategies for minimizing the risk of contracting the virus.
* Distance learning option for students who so choose.
1. Hybrid Instruction
* All PK-12th grade students would be divided into two groups called Group A and Group B, to reduce the number of students in the building at any one time.
* The administration will determine which groups attend school on which days, but the initial plan is for each group to attend two days each week and distance learn the other two days, with both groups distance learning on the fifth day of the week.
* Staff would report to school all day each day.
* Groups would be established alphabetically with family units in the same group. For example, all students with last names beginning with A-M in Group A and all students beginning with N-Z in Group B. The exact cutoff would be established with the goal of having approximately equal numbers in each group, although to keep family units in the same groups, it may not be possible to keep the groups exactly equal.
* Pre-K students would not distance learn on the days when they are not on-site, with the fee prorated to one-half the usual fee.
* Distance learning protocols and procedures used during traditional learning will be used in hybrid learning.
1. Distance Learning Instruction
* No students on-site with distance learning provided for all.

“Back to School” Matrix

Following is a matrix that provides information on various aspects of the school day, procedures and protocols. Many of the small details have purposely not been included to prevent the document from becoming too long, or because options are still being discussed and decisions have yet to be made.

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| Protocol | Traditional Learning | Hybrid Learning | Distance Learning | Materials/Preparation |
| Hand washing/sanitizing | Students/staff sanitize hands upon entering the bldg. Hand sanitizer available in each classroom. Handwashing instructions for elementary. | Students/staff sanitize hands upon entering the bldg. Hand sanitizer available in each classroom. Handwashing instructions for elementary. | Buildings shut down to all students and visitors. Staff are in bldgs and work in their classroom/assigned area. | Hand sanitizer in all classrooms and all common areas. Signs promoting handwashing. |
| Touch surface cleaning | Touch points (i.e. door handles) cleaned throughout the day by custodial staff.Desks cleaned between each period by students/teachers. | Touch points (i.e. door handles) cleaned throughout the day by custodial staff.Desks cleaned between each period by students/teachers. | If building is shut down a deep clean will be completed by custodial staff | Cleaning supplies for each classroom (i.e. sanitized wipes). |
| Masks | Students – “Masks on the Move,” i.e. required on busses and transitions.Staff – Must wear within six feet of students.All – may choose to wear at all times. | Students – “Masks on the Move,” i.e. required on busses and transitions.Staff – Must wear within six feet of students.All – may choose to wear at all times. | Optional for employees still reporting for work. | Students bring mask for their personal use. Education on correct use of masks.Staff – district provides one face shield for all staff, and a mask by request. |
| Health screenings for students | Parents conduct health screening before student arrives at school. | Temperatures taken and health screening upon arrival at school. | NA | The district provides thermometers at each entrance. |
| Health screenings for employees | Self- health screening at home. | Temperatures taken and health screening at building. | Self-screen at home. | NA |
| Water fountains | No mouth drinking from fountains. Students and staff provide personal water bottles. | No mouth drinking from fountains. Students and staff provide personal water bottles. | NA | Water bottle filling stations added to most drinking fountains. |

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| Bussing: Rural | Parents encouraged to give students rides to school, if possible. Hand sanitize upon entering bus. Assigned seats by family units. Fill from back to front. Surfaces disinfected between routes.  | Parents encouraged to give students rides to school, if possible. Hand sanitize upon entering bus. Assigned seats by family units. Fill from back to front. Surfaces disinfected between routes. | NA | Disinfectant wipes, hand sanitizer, and disinfectant sprayer. |
| Bussing: In-Town | Parents encouraged to give students rides to school, if possible. PK-5only who are outside five blocks from school or who must cross the highway may ride. | Parents encouraged to give students rides to school, if possible. PK-5only who are outside five blocks from school or who must cross the highway may ride. | NA | NA |
| Cafeteria/meals | Add tables to commons with less chairs at each table. Barriers on tables. Assigned areas by grade. Grab and Go breakfasts. | Add tables to commons with less chairs at each table. Barriers on tables. Assigned areas by grade. Grab and Go breakfast. | NA | Plexiglas barriers. |
| Entering school | Doors open at 7:45am. Students are encouraged to arrive as late as possible, but still in-time for class. PK-8 use west doors with PK & 6-8 in commons, K-5 in gym. 9-12 use east door and go to HS hallways and classrooms. Masks required until entering classrooms. | Doors open at 7:45am. Students are encouraged to arrive as late as possible, but still in-time for class. PK-8 use west doors with PK & 6-8 in commons, K-5 in gym. 9-12 use east door and go to HS hallways and classrooms. Masks required until entering classrooms.. | NA | NA |
| Symptomatic students or staff. | Mask up. Report to office. Quarantine. Temp check. Call student’s parent. Send home. | Mask up. Report to office. Quarantine. Temp check. Call student’s parent. Send home. | Mask up. Report to office. Quarantine. Temp check. Send home. |  |
| Response to positive COVID-19 case | Work with health officials to develop necessary data collection for reporting purposes and share with parents protocols/expectations | Work with health officials to develop necessary data collection for reporting purposes and share with parents protocols/expectations | Work with health officials to develop necessary data collection for reporting purposes and share with parents protocols/expectations | Provide families with step-by-step directions to report positive cases to health officials and school district. |
| Extracurricular activities  | As per allowed by the South Dakota High School Activities Association | As per allowed by the South Dakota High School Activities Association | As per allowed by the South Dakota High School Activities Association | Parents allowed to transport students to and from activities. |
| Facility usage by outside organizations | No facility usage | No facility usage | No facility usage | NA |
| Visitors at school | For all students, all cases (i.e. student has an appointment, is ill, or needs to leave early) parent will call when they arrive at the building and the student will be released. Parent access to buildings will be limited. Discipline related occurrences or IEP meetings may cause a building or district administrator to bring a parent into a school. | For all students, all cases (i.e. student has an appointment, is ill, or needs to leave early) parent will call when they arrive at the building and the student will be released. Parent access to buildings will be limited. Discipline related occurrences or IEP meetings may cause a building or district administrator to bring a parent into a school. | No visitors | NA |
| Vendor deliveries/pick-up | Vendors will coordinate delivery/pick-up with appropriate school employee (i.e. food service director, head custodian) to arrange a date/time for delivery/pick-up.  | Vendors will coordinate delivery/pick-up with appropriate school employee (i.e. food service director, head custodian) to arrange a date/time for delivery/pick-up. | Vendors will coordinate delivery/pick-up with appropriate school employee (i.e. food service director, head custodian) to arrange a date/time for delivery/pick-up. | NA |
| Travel (Students) | Travel for activities/school events allowed pending approval of building/district administration, and the SDHSAA. | Travel for activities/school events allowed pending approval of building/district administration, and the SDHSAA. | No travel | NA |
| Travel (Staff) | In State: Travel for activities/school events allowed pending approval of building/district administration, and the SDHSAA. Out of State: Allowed pending approval of building/district administration. | In State: Travel for activities/school events allowed pending approval of building/district administration, and the SDHSAA. Out of State: No out of state travel for activities. | No travel | NA |
| Restrooms | Students assigned to specific restrooms. Limits on # using at one time. Doors propped open. Regular cleaning. | Students assigned to specific restrooms. Limits on # using at one time. Doors propped open. Regular cleaning. | NA | NA |

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| Distance Learning-Family Choice (May change to or from distance learning once per quarter. | Pre-K: NAK-12: Synchronous learning in core subject areas with district teachers.7-12: option of taking on-line core academic classes utilizing Edgenuity with access to district teachers for limited assistance. **See notes at end of Matrix for additional information.** |  Pre-K: NAK-12: Synchronous learning in core subject areas with district teachers.7-12: option of taking on-line core academic classes utilizing Edgenuity with access to district teachers for limited assistance. **See notes at end of Matrix for additional information.** |  Pre-K: NAK-12: Synchronous learning in core subject areas with district teachers.7-12: option of taking on-line core academic classes utilizing Edgenuity with access to district teachers for limited assistance. **See notes at end of Matrix for additional information.** | Classroom microphones. Video/audit platform such as Microsoft Teams or Google Meets. Edgenuity licenses. Internet access at home. School provided laptop computer. |
| Distance Learning – Ordered (Student ordered to quarantine because of positive COVID test or close contact with positive COVID person.) | Pre-K: NAK-12: Access to district teachers presenting lessons in core subject areas utilizing microphones and screen sharing. Assignments and activities posted on Google Classroom with assignments returned electronically or physically. | Pre-K: NAK-12: Access to district teachers presenting lessons in core subject areas utilizing microphones and screen sharing. Assignments and activities posted on Google Classroom with assignments returned electronically or physically. | Pre-K: NAK-12: Access to district teachers presenting lessons in core subject areas utilizing microphones and screen sharing. Assignments and activities posted on Google Classroom with assignments returned electronically or physically. | Classroom microphones. Video/audit platform such as Microsoft Teams or Google Meets. Edgenuity licenses. Internet access at home. School provided laptop computer.  |
| Hallway lockers | PK & 2-12 lockers used for coats only. K-1 coats in classroom cubbies. PK-2 keep materials in containers in classrooms. 3-5 keep materials in desks. 6-12 keep materials in book bags carried from room to room. | PK & 2-12 lockers used for coats only. K-1 coats in classroom cubbies. PK-2 keep materials in containers in classrooms. 3-5 keep materials in desks. 6-12 keep materials in book bags carried from room to room. | NA | School provides containers for PK-1. 6-12 students provide own book bags. |
| Recess | Schedule changes to allow for fewer students at one time. Student cohorts with multiple sets of playground balls. Hand sanitizer going out and coming in.  | Schedule changes to allow for fewer students at one time. Student cohorts with multiple sets of playground balls. . Hand sanitizer going out and coming in. | NA | Hand sanitizer. Multiple sets of playground balls. |
| Hallways | One directional or “stay to the right” movement | One directional or “stay to the right” movement | NA | Hallway signs |
| Classroom mitigation | Maximize spacing. Barriers where needed. | Maximize spacing. Barriers where needed. | NA | NA |
| Time Schedules | PK-5 normal elementary schedule. 6-12 block scheduling with blue-gold alternating days. | PK-5 normal elementary schedule. 6-12 block scheduling with blue-gold alternating days. | NA | NA |

**Notes on Distance Learning-Family Choice**

K-12: Synchronous learning in core subject areas utilizing a conferencing platform such as Google Meets. Assignments and activities posted on Google Classroom with assignments returned electronically or physically. Families selecting this option may decide to resume attending classes on-site, but they must then commit to on-site instruction through the end of the current quarter. Families who begin school on-site may choose to change to distance learning, but the must commit to distance learning for the remainder of the current quarter.

7-12: have the option taking core academic classes utilizing Edgenuity with access to district teachers for limited assistance. Those selecting Edgenuity must commit to at least a semester using that platform.

Plan approved by the Baltic School Board on July 27, 2020.