

**Kenyon-Wanamingo
Public Schools
Return to School Plan 2020-2021**



The information contained in this plan will be updated or adjusted as needed due to new information, guidance, and/or requirements. Updated content will be highlighted and dated.

Last update August 14, 2020

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Guidance & Planning

Guidance for Districts

Minnesota Department of Education (MDE) worked with Minnesota Department of Health (MDH) to determine how best to keep Minnesota students, families, and staff healthy and safe while returning to school this fall. To assist districts in planning, MDE released the Safe Learning Plan for 2020-21: A Localized, Data-Driven Approach to districts July 30, 2020.

In the plan, MDE identified the goals of the plan:

1. Prioritize the safety of students and staff.
2. Prioritize in-person learning, especially for younger learners.
3. Consider infectiousness and transmission risk among different ages.
4. Support planning, while permitting flexibility for districts.
5. Take into account disease prevalence at a local level.

MDE guidance outlines a process to use in determining the learning model:

Step 1: MDH uses data from counties to determine base learning model for schools.

Step 2: MDE shares county data and engages in the process.

Step 3: Each school's Incident Command Team evaluates their ability to implement required and recommended health practices.

Step 4: Schools determine a learning model to begin school and communicate the decision.

Step 5: Schools and MDH monitor COVID-19 county/community rates on a regular basis and make adjustments to the learning model if needed.

The 3 Base Learning Models:

1. **In-Person Learning Model:** All students return to learning at school.
2. **Hybrid Learning Model:** All students participate in a combination of both face to face instruction at school and distance learning instruction from home.
3. **Distance Learning Model:** All students receive remote instruction while at home.

Requirements for In-Person & Hybrid Learning:

- Masking policy: everyone must wear masks.
- PPE for direct support student services.
- Hygiene education and practices built into routines.
- Daily cleaning and frequent cleaning of high touch surfaces throughout the day.
- Building level COVID-19 coordinators at each school site.
- Limiting nonessential visitors/volunteers/external groups.
- Discontinue large gatherings/activities that do not allow for social distancing.
- Monitor and exclude for illness.

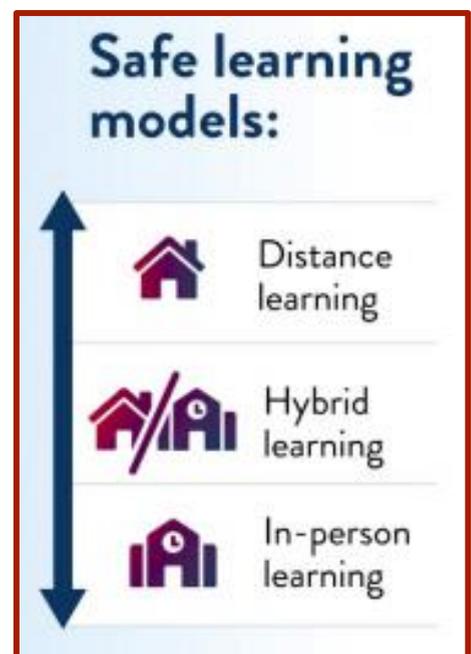
Additional Requirements for Hybrid Learning:

- Social distancing of 6 feet at all times in school buildings.
- School facilities and transportation at 50% capacity.
- Sufficient staffing levels to meet requirements of the model.

Requirements vs Recommendations

MDE guidance includes required and recommended elements:

- **Required** elements must be included in every district plan.
- **Recommended** practices are additional optional strategies to be used as appropriate to minimize the spread of COVID-19.



Guidance & Planning

Determine Learning Model

Bi-weekly 14 day COVID rates by county of residence will be used to determine a school's learning model. K-W will use the term "phase" to correspond with ranges. The data will be number of cases by county over 14 days per 10,000 people by date of when a person was tested. MDE provided the following formula to calculate case level rate per 10,000:

$$\text{Total number of cases for last 14 days} \div \left(\frac{\text{County population}}{10,000} \right) = \text{14-day county case level rate per 10,000}$$

A district may use other information and data about how COVID is impacting their community such as outbreaks, spread, and groups of people becoming ill. Districts can consult with health officials when they have questions, especially when considering using a different model than follows the parameters.

Here are the Learning Model Parameters and corresponding K-W phases:

KW Phases	Number of cases per 10,000 over 14 days, county of residence	Learning Model
Phase 1	0 - less than 10	In-Person Learning - PreK-12th Grades
Phase 2	10 - less than 20	In-Person Learning - PreK-6th Grades Hybrid Learning - 7th-12 Grades
Phase 3	20 - less than 30	Hybrid Learning - PreK-12th Grades
Phase 4	30 - less than 50	Hybrid Learning - PreK-6th Grades Distance Learning - 7th- 12th Grades
Phase 5	50+	Distance Learning - PreK-12th Grades

The Incident Command Team will determine the phase (learning model), report it to MDE, and post the plan on the district website. Decisions on whether to shift to different phase will be based on the impact of COVID at the school level. If a district chooses to use a more or less restrictive phase than what is required by the Safe Learning Model Guidance, it must notify or consult with local health officials, MDH, and MDE through the Regional Support Team.

You can find the [Safe Learning Plan 2020-21](#) [HERE](#).

K-W Planning & Preparations

The K-W Return to School Committee was established in July 2020. The committee is comprised of district leadership from all departments and areas. The plan will be communicated to the community and posted to the district website. This document is fluid and the move from phases can change bi-weekly.

As a part of K-W Public Schools preparation and planning, the district sent out two different surveys: one to staff on August 4th and one to families on August 5th. The K-W Return to School Committee used information gathered from the surveys to direct the development of the plan.

For more return to school information, please visit our website at kw.k12.mn.us

Please contact the building COVID-19 coordinators with any questions or concerns:

Bryan Boysen , Superintendent/Elementary Principal - bboysen@kw.k12.mn.us

Matt Ryan, Principal 7-12 – mattryan@kw.k12.mn.us

507-789-7001

Base Learning Models

What is in-person learning?

All students return to school for face to face instruction during in-person learning. Schools should create space between students, but will not have to enforce 6 feet of social distancing during instruction in the classrooms.

K-W Phase 1: All students, prek-12th grades, will in-person learn at school if the number of COVID cases per 10,000 people over 14 days in a county is **0-9**.

K-W Phase 2: Implemented if the 14 day case rate rises to **10-19**. Prek-6th grade students will continue with in-person learning, but 7th-12th grade students will transition to hybrid learning.

Decisions on whether to increase restrictions to all students hybrid learning or distance learning will be made if COVID-19 rates increase at the local or county level.

What can we expect during in-person learning?

During in-person learning, education will be much like school prior to COVID-19.

- All students will come to school to participate in face to face learning with peers and teachers.
- All staff and students will be wearing masks.
- Routines will be in place for washing hands more often with hygiene education and practices being taught and reinforced.
- Cleaning will be more frequent throughout the day, especially high touch surfaces.
- Nonessential visitors and volunteers will be limited.
- No large gatherings or activities that do not allow for social distancing will take place.
- Monitoring and excluding for illness will be practiced.
- Breakfast and lunch will be served at school in a location and way that allows for space between students and healthy/safe practices.

The following will occur when students are in-person learning:

- Masks are required.
- Visual cues provided for social distancing and COVID education.
- Students not being allowed to congregate.
- Distance learning (Family Flex Option) offered to enrolled students who are medically vulnerable or unwilling to return to school during the In-person or Hybrid Learning Models.
- Adequate supplies provided to minimize sharing.
- Students, families, and staff educated on:
 - Signs and symptoms of COVID-19
 - When to stay home
 - When to return to school after being sick or exposed to COVID-19
 - How to conduct and comply with health screenings
 - How to access mental health resources and supports
- Schools establishing how to care for anyone sick while at school.

Base Learning Models

What is hybrid learning?

In a Hybrid Learning Model, students participate in a combination of face to face instruction at school and distance learning from home. Instruction during face to face learning will be reinforced, enriched, and complemented by distance learning instruction.

Hybrid learning will be implemented at different times depending on grade level and county COVID rates:

K-W Phase 2: 7-12th grade students change to hybrid when COVID rates per 10,000 people in a county raises to 10 over 14 days. PreK/Elementary students continue in-person learning.

K-W Phase 3: Prek-12th grade students change to hybrid when COVID rates rise to 20 cases per 10,000 people over 14 days in a county.

Decisions on whether to increase restrictions to distance learning will be made if COVID rates increase at **the local or county level**.

What can we expect during hybrid learning?

During hybrid learning, all the items listed for in-person can be expected along with:

- Schools limiting the number of people at school and on buses to 50% maximum capacity.
- Social distancing of 6 feet in place at all times.
- If 6 feet cannot be achieved with 50% capacity, the number of people in a space will be reduced.
- Sufficient staffing levels to meet the requirements of the model.
- All staff and students will be wearing masks.
- Routines will be in place for washing hands more often with hygiene education and practices being taught and reinforced.
- Cleaning will be more frequent throughout the day, especially high touch surfaces.
- Nonessential visitors and volunteers will be limited.
- No large gatherings or activities that do not allow for social distancing will take place.
- Monitoring and excluding for illness will be practiced.
- Breakfast and lunch will be served while in-person learning at school.
- Meals will be sent home with students that request them.
- Child care for tier 1 workers will be provided at both sites during regular school hours free of charge on distance learning days and for a fee for other families.

How does the hybrid model work at the elementary and high school?

K-W Public Schools will operate on an A / B schedule each hybrid learning week.

- Students will be assigned to the A or B group.
 - A group: in-person Mon & Tues, distance learn Wed, Thurs, & Fri
 - B group: in-person Thurs & Fri, distance learn Mon, Tues, & Wed
- Siblings will be assigned to the same group, unless requested by parents to be on opposite days.
- Wednesdays will allow extra time in between groups A & B and additional time for teacher preparation, supplemental staff development, collaborative team/content time, and PLCs.

Hybrid Learning Model

	Monday	Tuesday	Wednesday	Thursday	Friday
In-Person	A Group	A Group		B Group	B Group
Distance Learning	B Group	B Group	A & B Groups	A Group	A Group

Base Learning Models

What is distance learning?

During the Distance Learning Model, students have remote instruction, access to instructional materials, and receive daily interaction with teacher(s) from home. Distance learning is not e-learning. Both technology and paper/pencil assignments and delivery of instruction can be utilized during distance learning. Distance learning will be implemented at different times depending on grade level.

K-W Phase 4: 7-12th grade students will change to distance learning when COVID rates per 10,000 people over 14 days in a county rises to 30. PreK-6th grade will be hybrid learning.

K-W Phase 5: Prek-6th grade students will change to distance learning when COVID rates rise to 50+ cases per 10,000 people over 14 days in a county. 7-12 will be also distance learning.

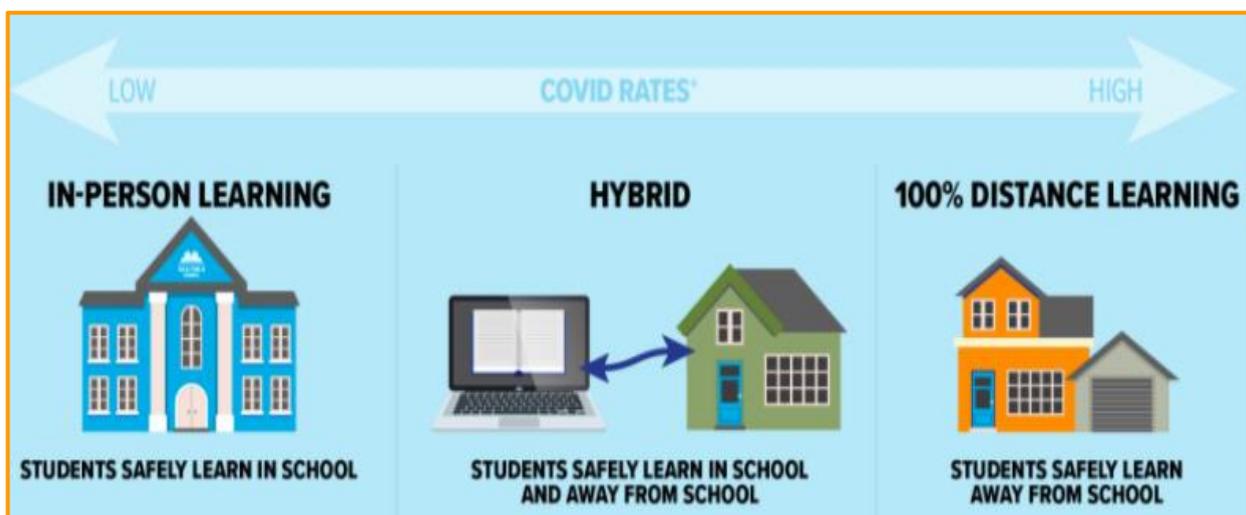
Decisions on whether to loosen restrictions to hybrid or in-person learning will be made depending on if COVID rates decrease at the local or county level.

What can we expect during distance learning?

K-W Public Schools implemented the K-W Distance Learning Plan Spring 2020. The following is taken from that plan, which will be applicable during the 2020-2021 school year. Students will:



- Remotely learn from home.
- Interact daily with resources, materials, and/or a licensed teacher(s).
- Complete weekly work assigned by teacher(s), which will be grade appropriate with instructions and resources sent home for some students or digital for others.
- Receive IEP special education support addressed by their case managers and interventionists in conjunction with their homeroom teacher.
- Connect with teachers either digitally and/or phone during daily scheduled “office hours” for students needing more support.
- Meals will be available for pick up twice per week to students who request them.
- Child care for tier 1 workers will be provided at both sites during regular school hours free of charge and for other families for a fee.
- Be provided flexibility on accessing instruction and materials at times that work for their family situation.



Other Considerations

Child Care for Tier 1 Essential Workers

In-Person Learning

No child care will be provided during regular school hours.

Hybrid & Distance Learning

Child care for tier 1 critical workers (including staff) will be provided on distance learning days for both the Hybrid and Distance Learning Models for district enrolled students in grades K-5 as required by MDE.

- Both custodial parents must provide documentation of tier 1 employment.
- Childcare will take place at both sites from 8:00AM to 3:00PM.
- Breakfast and lunch will be served to registered students.
- There will be no charge for child care during school hours.
- Child care will be staffed by Knights Kids employees.
- Upon arrival each day to child care, students will have a health screening with a school employee asking if the child is experiencing any COVID related symptoms.
- If the answer is NO to ALL questions on the screening, the child can enter the school.
- If ANY answers are YES, the child WILL NOT BE ALLOWED to enter the school.

Please see a more detailed [Knights Kids COVID Contract](#) [HERE](#).

Transportation

In-Person Learning

Phase 1: All students K-12 ride the bus together on regular bus routes.

Phase 2: Rural routes will run on normal schedule and then in town stops will be made. Adjusted times will be sent out at a later date.

- Buses will be loaded from back to front.
- **No Food or Beverages will be allowed to be consumed on the bus.**
- Students will have a seating chart to allow for space and seating consistency.
- Busing routes will run on the regular schedule with no adjustments.
- Students and staff must wear masks on school buses.
- Parents will be responsible for students wearing masks and practicing social distancing at the bus stops.
- Families will be encouraged to transport their student(s) to and from school if possible to reduce personal contact time and the amount of students riding school buses.

Hybrid Learning

During hybrid learning, the number of people on buses will be limited to 50% maximum capacity while maintaining 6 feet of social distancing at all times. If distancing cannot be achieved, the number of occupants on buses must be reduced below 50% of max capacity.

Phase 3: All students K-12 move to hybrid learning. Rural stops will be picked up first and brought to school and then in town stops will be picked up. The reverse order will happen when returning home.

- Students will have a strict staggered seating chart to ensure 6 feet of social distancing.
- Students and staff must wear masks on school buses.
- **No Food or Beverages will be allowed to be consumed on the bus.**
- Parents will be responsible for ensuring social distancing is followed at bus stops.
- Families will be encouraged to transport their student(s) to and from school if possible to reduce personal contact time and the amount of students riding the buses.

Other Considerations

HELD BUS SERVICE

COVID-19 TRANSPORTATION PLAN

- Driver wears face covering.
- All students required to wear masks.
- Cannot exceed 50% capacity in hybrid model.
- Siblings will share seats to ensure more social distancing between families.
- High-touch surfaces are sanitized between each tier.
- Social distance as much as possible and No Food or Beverages consumed on bus.

Limit the number of people on transportation vehicles to 50% maximum capacity during hybrid model with the goal of creating as much space between riders as possible, recognizing that it is not always feasible to have 6 feet of social distancing.

1. Driver and Para Personal Protective Equipment

- All persons driving or riding in a school transportation vehicle must wear a face covering.
- Temperature checks will be performed on all employees.
- Seating will be arranged to maintain 6 feet of distance between the driver and students.
- Doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.
- Ridership documentation will be recorded for each run.

2. Sanitation

- High touch surfaces would be wiped down between routes with approved disinfectant.
- Buses will be cleaned and disinfected between morning and afternoon routes.
- Windows will be allowed to be halfway open when weather conditions permit to help circulate the air. Roof vents can be used, but MUST be closed before entering garage.
- Hand sanitizer will be provided to support healthy hygiene behaviors on all school transportation vehicles for safe use by staff and older children.

3. Capacity

- 50% capacity during hybrid model
- Limit the bus to 37 passengers on 77-passenger bus; 3-4 passengers on special education (Type III) bus.

4. Students

- Students will be required to sit with siblings.
- Seats will be assigned for all grade levels.
- Students will load the bus from back to front.
- Students will be required to practice social distancing at bus stops.
- An extra supply of face coverings will be maintained on school transportation vehicles for riders who forget to bring them.

5. Parents/Guardians

- Parent/guardian attestation: must stay home and not board transportation if they are experiencing symptoms of COVID-19 or have been exposed to someone positive for COVID-19.
- Parents/guardians will encourage students to social distance.
- Parents/guardians will pick up their child if they become sick at school. Students who are sick will not be allowed on the bus to be transported home.

Other Considerations

Meals

In-Person Learning

Serving food at school must adhere to guidelines established by CDC and MDH. With this in mind, breakfast and lunch at both the elementary and middle/high school will be offered to students during any in-person learning.

- **Breakfast** at both the elementary and middle/high school will be a “grab & go” option. Students will be able to grab a pre-bagged breakfast and take it with them to class.
- **Lunch** will be handled two different ways depending on scheduling and age of students.
 - Some students will have individually pre-packaged lunches delivered and served in classrooms.
 - Some students will eat individually pre-packaged lunches in the cafeteria with social distancing and other safe health practices being followed.
- **Snack cart/Ala Carte** will not be offered during in-person learning.

Hybrid Learning

The Hybrid Learning Model must provide meal service for all students each school day whether students are at home or at school. Serving food at school during hybrid learning must adhere to guidelines established by CDC and MDH.



When students are at school, breakfast and lunch will be offered to students with adjustments.

- **Breakfast** will be a “grab & go” option. Students will be able to grab a pre-bagged breakfast and take it with them to class.
- **Lunch** will be handled two different ways depending on scheduling and age of students.
 - Some students will have individually pre-packaged lunches delivered and served in classrooms.
 - Some students will eat individually pre-packaged lunches in the cafeteria while maintaining strict social distancing.
 - Food service, facilities, and administration will establish the best way for students to eat lunch while considering age, schedules, space, and sanitation routines.
- **Snack cart/Ala Carte** will not be offered during hybrid learning.

When students are at home during distance learning, breakfast and lunch will be offered to students whose families request meals be sent home.

- **Meals** will be pre-packaged and sent home with students on either Tuesday or Friday depending on whether student is in the A or B group.

Distance Learning

The Distance Learning Model will provide pre-packaged breakfast and lunch to students whose families request meals.

- All meals will be available for pickup on Monday and Thursday of each week at designated locations.
- Families must pick up their meals in a timely way or risk not being able to receive any more meals.

For more details on how to request meals and contacts, please see our website for the link.

Other Considerations

Technology: Internet & Devices

In-Person Learning

Students in grades 7-12 are responsible for providing their own device. No distance learning would be taking place for in-person learning students. Although it would be helpful for students to have internet access at home, it is not essential as distance learning is not a part of the In-Person Learning Model.

Hybrid & Distance Learning

During both the Hybrid Learning Model and Distance Learning Model, students will be distance learning from home 3-5 days per week. Grades 7-12 will provide their own devices. The district will make every effort to assign additional devices to grades K-6 if available.

Families will be asked to also utilize personal devices in addition to the school issued devices.

Internet

Reliable internet will be important during hybrid learning.

- Students or parents MUST inform the district if there is no reliable internet at home.
- Paper copies of all work can be provided to students that access learning materials digitally.
- The high school and elementary parking lots have wireless internet for anyone to access for distance learning.



For more detailed information on devices and internet including how to request additional devices and where to get assistance with internet connection, please see the survey link on the website. or Please contact the school if you do have internet access and need to discuss alternate academic expectations.

Special Education

Goodhue County Education District supports and guides member districts on special education programming. In addition, K-W Public Schools employs a full-time special education assistant director who supervises special education services for the district. Students receiving individualized services through special education have important considerations in planning for in-person, hybrid, or distance learning. K-W Public Schools has the goal of maximizing the effectiveness of specialized instruction while at the same time minimizing COVID-19 infection risk with safety measures.

Students receiving special education services will continue to have instruction, accommodations, and modifications. Case managers will find a balance between the core instruction students will complete and what they should be supplementing.

Family Flex Option

K-W Public Schools strives to meet the needs of all students enrolled in our programs. Providing an alternative to face to face instruction when executing the In-Person or Hybrid Learning Model will be an important factor in addressing the desires and requirements of all our families during the 2020-21 school year.

The **Family Flex Option** will be offered for enrolled students who may be medically vulnerable or otherwise unable or unwilling to return to in-person or hybrid learning. This means that regardless of the implemented plan this fall or at any time during 2020-21, some families may choose to continue to distance learn due to health related reasons or preference.

Here are some things you will need to know about the Family Flex Option:

- Students opting for the Family Flex Option have to follow same calendar and instructional hours as regular school.
- Attendance will be taken once per day with daily interaction by a licensed teacher via live interactive video calls, instructional management sites such as Google Classroom, email exchanges, and/or phone calls.
- Each hour of planned instruction and participation generates one hour of attendance.
- Curriculum will follow the same academic standards and pacing.
- Support for special education and social emotional learning will be provided by the school.
- Family Flex Option students will participate in state assessments.
- Families must notify the district via the survey on website or in writing of their intent to opt for the Family Flex Option.
- Families should plan to have reliable internet to fully participate in the Family Flex Option, however, paper packets can be provided to students due to not being able to secure internet connection.
- Child Care for critical workers will not be provided for families opting for the Family Flex Option.

The ***Family Return to School Planning Survey*** will be released August 14, 2020. On this survey, each K-W Public Schools family was asked to complete the survey including asking about the Family Flex Option. As expected, some families did want to take advantage of continuing to distance learn from home even if the district implements in-person or hybrid learning in the fall.

If you were not able to complete the survey, but want to participate in the Family Flex Option, please contact Shannon (High School), Marliiss (Middle School at 507-789-6186 or Cyndi (Elementary) at 507-824-2211.

Health & Wellness Considerations

FACE COVERINGS

All students, staff and other people present in the school buildings and district offices or riding transportation vehicles are required to wear a face covering.

HEALTH SCREENING

All staff and students entering the buildings must conduct a self-check for COVID-19 symptoms. If any symptoms are present, they cannot enter the building. See also the Health Screening Checklist link below.

Temperature checks will not be taken upon entry, it is the responsibility of the person entering to complete the [Health Screening Checklist](#) prior to entering the building.

HYGIENE

Staff and students must practice safe hand hygiene. Cover their cough and avoid touching their mouth, nose and eyes. School will build routines around proper hand hygiene, reinforce hand washing and provide opportunities to do so.

REPORTING

Staff and families should self-report to the school office if they or their student have symptoms of COVID-19, a positive test for COVID-19 or had a close exposure to someone with COVID-19 within the last 14 days. All building sites will follow the protocol for a reported positive case. MDH will be notified of confirmed COVID-19 cases among students and staff through the MDH inbox established for school COVID case reporting. In coordination with Goodhue County Public Health, while maintaining confidentiality in accordance with FERPA and other state and federal laws, staff, families and the public will be notified of positive COVID-19 cases as needed.

HEALTH OFFICE

Each building will have a separate designated space for symptomatic individuals and, as feasible health offices will maintain separation for ill vs. well students.

Health offices will follow MDH protocols for COVID and other infectious diseases as well as MDH reporting of infectious diseases.

EXCLUSION GUIDELINES

The district will follow the MDH exclusion guidelines for all individuals ([MDH LINK](#))

Any person with COVID-19 symptoms MUST stay home for 10 days unless there is an alternative diagnosis. Student must stay home at least 10 days since symptoms first appeared AND until no fever for at least 24 hours without medication AND improvement of other symptoms. Sibling and household members also stay home for 14 days.

Symptomatic students who are waiting to be picked up will remain isolated in a designated space.



Athletics & Activities

In-Person Learning Model:

Fall Activities

On August 4th, the Minnesota State High School League's Board of Directors approved the following to take place on a competitive basis vs other Member Schools: Boys Cross Country, Girls Cross Country, Boys Soccer, and Girls Soccer.

The Minnesota Clay Target League will also offer a competitive season.

Additional Fall Activities are allowed to take place in a practice-only format. These include the following: Baseball, Softball, Track & Field, Golf, Football, and Volleyball.

Return to Participation for Adapted Soccer will be addressed through collaborative planning with the Minnesota Adapted Athletics Association and the MSHSL. Additional information on MNAAA News can be found [here](#).

Additional information on MSHSL News and Activities can be found [here](#).

Hybrid Learning Model:

On days where a student-athlete is learning from home during the hybrid model, families should provide transportation to practices and bus departure point for away games.

Distance Learning Model:

If an MSHSL member school district enters into a Distance Learning Model, competitions and practices will not take place. Coaches may virtually coach students using technology.

Family Flex Learning Model:

Students who select the Family Flex Option may still participate in MSHSL Activities.