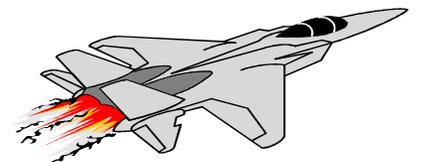




# MSD of Warren County School Corporation

## COVID-19 Fall 2020 Re-Entry Plan



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## **PLEASE REPORT A POSITIVE RESULT**

In an effort to be cognizant of positive cases of COVID-19 and to enact a response team, it will be mandatory for all teachers, administrators, staff and students (parents/guardians) to report any documented positive cases of COVID-19 in their school to the following:

During the school day, to building principal or assistant principal.

During evening or overnight hours, please leave a message at **(765)893-4445 ext. 163**. Additionally, an email may be sent to **[mbillingsley@msdwarco.k12.in.us](mailto:mbillingsley@msdwarco.k12.in.us)**.

# Health Protocol

**At this time, MSD of Warren County intends to begin school on the scheduled date of August 12, 2020 in a traditional Monday-Friday format.** We strongly believe that the most effective instruction for children is with direct contact with our highly qualified staff within the classroom.

For those students that have had medical issues that may prevent the return to school on August 12, alternative education options will be considered. A recommendation from a physician may be requested for remote/distance learning. The connection with MSD of Warren County and the curriculum being utilized within our schools is imperative for the future return to school for at-risk students.

MSD of Warren County will partner with the local community to provide safety precautions within our buildings to help prevent the introduction and spread of COVID-19. Families are urged to err on the side of safety when students are experiencing any symptoms of COVID-19 or any illness by keeping students at home until symptom free.

MSD of Warren County will exclude students who have a contagious disease such as COVID-19 or potentially transmit the disease after exposure (IC 20-34-3-9). The Fountain-Warren County Health Department also has the authority to exclude students from school and may order students and others to isolate or quarantine (IC 16-41-9-1.6) if a contagious disease is contracted or possibly spread.

## **Symptoms Impacting Consideration for Exclusion from School**

Students and staff will be trained to recognize the following COVID-19-related symptoms:

- A fever of 100.0° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Students and employees shall be excluded from school if they test positive for COVID-19 and may be excluded if they exhibit symptoms of COVID-19 based on [CDC Guidance](#).

## **Return to School After Exclusion**

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

### ***Untested***

Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following conditions are met:

- They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since your symptoms first appeared of which the last three days must be free of fever without medication.

### ***Tested Positive- Symptomatic***

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The individual has gone at least 72 hours without a fever (without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since symptoms first appeared of which the last three days must be free of fever without medication; or
- The individual has received two negative tests at least 24 hours apart.

### ***Tested Positive- Asymptomatic***

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days past their test without symptoms.

### ***Tested Positive- Impact on School Operations***

Any positive case reported to the Corporation will then be reported to the Fountain-Warren Health Department who will assist with mitigation strategies. In following the CDC guidance, it may result in a partial or complete school closing for zero to five days so the FWHD or the Indiana State Department of Health can review the matter and make appropriate recommendations to the MSD of Warren County School Corporation.

## **Screening**

The current CDC Guidelines recommend screening all students and employees for COVID-19 symptoms and history of exposure. MSD of Warren County is requesting staff and students and/or parents/guardians to utilize self-screening and/or medical inquiries.

- ***Self-Screening***

MSD of Warren County will communicate information to parents and employees about the symptoms of COVID-19 and require them to self-screen before coming to school. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited

from coming to school, and if they do come to school, they should be sent home immediately.

- ***Medical Inquiries***

Federal law typically limits the type of medical inquiries that can be made, but given the nature of the pandemic more leeway has been given to districts/schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells the district/school that a student is ill, the district/school may ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- If a person is obviously ill, the district/school may make additional inquiries and may exclude the person from school property.

Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the MSD of Warren County School Corporation may exclude the student or employee from the school building and recommend that they self-isolate for 14 calendar days.

## **MASKS**

### **Governor Holcomb’s Executive Order - Impact on MSD of Warren County**

Hoosiers will be required to wear masks beginning Monday, July 27.

- Applies to anyone 8 years or older in indoor public spaces, commercial entities or transportation services, or outside public spaces when you cannot socially distance.
- Mask use in schools is required for grades 3 and up, faculty and staff, volunteers and anyone else in schools.
- Masks are also required for co-curricular and extra-curricular activities, with exceptions for strenuous physical activity.
- Exceptions will be made for medical purposes, strenuous physical activity, eating and drinking.
- Masks are strongly recommended for ages 2 – 7.

For the safety of all students and staff as well as the family members that students and staff return home to each evening, MSD of Warren County will attempt to adhere as closely as possible to this executive order from the Governor. Students should have access to a mask at all times.

We know that there are strong opinions about the use of masks. The Indiana State Department of Health cited a 40-60% reduction in COVID-19 transmission when masks are used by all. At the same time, common sense will be used throughout the day to allow students opportunities to remove masks. A recommendation from a physician would be helpful for students uncomfortable wearing masks for extended periods of time.

Students and teachers will have the option of removing masks while seated in distanced, assigned seats, or while teachers are instructing from a distance.

- Students are requested to have a mask/face covering with them at all times as there will be many times during the day in which a mask/face covering is required to be worn.
- Some students may be required to wear additional PPE (i.e. health-related, special conditions, etc.) when directed to do so by student health plans and/or an IEP.
- MSD of Warren County will provide a mask to students who would like a mask but are unable to obtain a mask.
- Additional accommodations may be made for students based on their individual health plan.
- Students in below grade 3 may be requested to wear masks in certain classes based on the high risk status of instructors or classes that involve food preparation.

### **Clinical Space COVID -19 Symptomatic**

The MSD of Warren County School Corporation will provide a space at all schools for those students or employees who are feeling ill are evaluated or wait for pick up. **All waiting staff and students will wear a face covering. Only essential staff assigned to the room may enter.**

A record will be kept of all persons who entered the room and the room will be disinfected several times throughout the day. Strict social distancing is required and staff must wear appropriate PPE. Students who are ill will be walked out of the building to their parents.

If a student or staff member has a fever of 100.0° F or greater for any reason they will be required to be fever-free, without the use of fever-reducing medications, for 72 hours before returning to school. Additionally, all staff and students with fevers or symptoms associated with COVID-19 should be encouraged to seek medical attention for further evaluation and instructions as well as remain isolated for 10 days from the first day of symptoms.

### **Clinic Space Non-COVID-19 Related**

Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's office. These would include students who are injured during the school day or

students with special health care needs such as those with chronic health conditions (i.e. - diabetes or seizures), those requiring medical treatments (i.e. - suctioning, tube feeding, etc.), and those with individual health plans.

### **Confirmed Case of COVID-19 on School Property**

When there is confirmation that a person infected with COVID-19 was on school property, the MSD of Warren County School Corporation will contact the FW Health Department immediately. Unless extenuating circumstances exist, the Corporation will work with the FWHD to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community, and other factors that will determine building closure.

The FWHD will contact the person confirmed with COVID-19, inform direct contacts of their possible exposure, and give instructions to those involved with the confirmed case, including siblings and other household members regarding self-quarantine and exclusions. The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the health department.

If a closure is determined necessary, MSD of Warren County will consult with their FWHD to determine the status of school activities including extracurricular activities, co-curricular activities, and before and after-school programs.

As soon as the Corporation becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, the custodial staff will be informed, so that impacted building or bus areas, furnishings, and equipment are thoroughly disinfected. If possible, based upon student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting. However, if that is not possible or school is in session, the cleaning will occur immediately.

### **Immunizations**

The MSD of Warren County School Corporation will support the IDOE/ISDH's recommendation that immunization requirements should remain.

### **Preventative Measures**

The priority for preventing the spread of disease in the school setting is to strongly insist that sick employees and students stay home. Additionally, students and employees should remain home if someone in the household has COVID-19 symptoms or is being tested for COVID-19.

Some people can be infected with COVID-19, but show no signs of illness even though they are contagious and can spread the disease to others. It is also unknown how contagious people are the day or two before they begin to exhibit illness symptoms. Thus, these employees or students may be present at school, will show no signs of illness, but be capable of transmitting the disease to others. In these situations, the three most

important mitigation strategies are social distancing, frequent handwashing, and appropriate PPE.

Social distancing can be accomplished in many different ways and the Governor's Office, Indiana State Department of Health, and the Indiana Department of Education are leaving it up to the local school corporations and local health departments to determine which strategies would work best in their unique situation.

Handwashing and avoiding touching your face, eyes, nose, or mouth are also important steps a person can take to avoid becoming sick or spreading germs to others. MSD of Warren County will encourage employees and students to wash their hands often. The Corporation will have hand sanitizer dispensers available for every classroom and area that soap and water are not readily available. MSD of Warren County will incorporate key times into the school day when all persons should wash their hands.

Suggested times to consider hand washing include:

- Start and end of the school day
- When entering and leaving a room
- Before and after eating
- Before and after using the restroom
- After blowing nose, coughing, or sneezing
- Before and after using shared equipment

In addition, students will be asked to sanitize desks prior to being seated in class and at the conclusion of the class. Normal cleaning will take place nightly along with more intense cleaning that involves large area foggers each night.

At this time, water fountains will only be available for bottle refills only (touchless). Parents may send their students to school with their own water bottle.

More information regarding preventative measures can be found below.

- [Signs and Symptoms of COVID-19](#)
- [Social Distancing](#)
- [Handwashing](#)
- [How COVID-19 Spreads](#)
- [Cleaning Procedures and Considerations](#)
- [Proper Use of Cloth Face Coverings](#)
- [Parent Checklist](#)
- [Symptoms of COVID-19](#)

### **Exchange of Resources to and from School**

Every effort should be made to reduce the amount of materials, supplies, and personal belongings going to and from school. The same consideration should be given to reducing student exposure to high-touch, shared resources at school.

# Social Distancing and Cleaning/Disinfecting

Due to the logistical nature of the school environment, it is nearly impossible to maintain full social distancing at all times throughout a school day. Therefore, the MSD of Warren County School Corporation strongly recommends students of all ages to wear face masks/coverings not just grades 3 and up as directed by Governor Holcomb.

**At this time, MSD OF Warren County intends to begin school on the scheduled date of August 12, 2020 in a mostly traditional format.** Additionally, MSD of Warren County may take a combination of the following measures to increase social distancing while still maintaining a level of face-to-face instruction which we believe is in the best interest of our students.

- Playgrounds will be disinfected as needed, however, students should wash/sanitize hands prior to recess and immediately after recess.
- Minimize the number of students on the playground and encourage social distancing during recess.
- Meals will be served in the cafeteria maximizing open space.
- Large student assemblies will be eliminated until further notice.
- Field Trips will be severely curtailed and each request will be reviewed on a case by case basis considering age, social distancing, purpose, where is the group traveling to, etc.
- MSD of Warren County will post signage to communicate how to stop the spread of COVID-19.
- Reinforce good hygiene measures such as handwashing, covering coughs, and face coverings (as necessary).
- Clean/disinfect frequently touched surfaces at least daily.
- Maximize instructional space by removing clutter and unused furniture.
- Desks facing in the same direction where possible.
- Students should remain seated in the classroom while utilizing assigned seats.
- Minimize whole staff gatherings/meetings.
- Minimize students traveling to different buildings to receive services.
- Restrict visitors to school buildings until further notice.
- Work to ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc. assigned to a single child) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between uses.
- Avoid or minimize the sharing of electronic devices, toys, books, art supplies, and other games or learning aids when possible.
- Attendance awards or perfect attendance incentives for students will not be utilized this year.

### **Nutrition service procedures to minimize exposure:**

MSD of Warren County will not participate in family style meals, and will do our best to practice social distancing during meal times. Static groups should be maintained during meal times. Prior to any meal service, all students should utilize hand washing or sanitizing to ensure safe eating practices.

- MSD of Warren County will eliminate self-serve food items.
- Students are required to wear face coverings while waiting in lines.
- Plan to serve medically fragile students separately from other students. (According to Case Conference or Section 504 Conference)
- Prohibit food-sharing.
- Classroom parties will be limited, however, items should be commercially prepared and prepackaged.
- Food service staff, including students preparing and serving food, will wear face coverings.
- We will continue to work with the Fountain-Warren Health Department officials to comply with all food safety protocols.

### **Implement measures to decrease students congregating in one location:**

- Stagger drop-off (one bus at a time) and pick-up processes. Drivers in car rider line must stay in vehicles.
- Require students to stay in an assigned section of the playground as opposed to mingling with other classes.
- Schedule restroom breaks to avoid overcrowding.
- Rearrange furniture to avoid clustering in common areas.

### **Measures so persons exposed can be more easily traced by the health department:**

- Use assigned seating when possible.
- Use sign-in sheets for in-person meetings to document attendees.
- Keep accurate records of any persons other than students and staff entering the building, their reason for entering, and the locations in the building to which they travel.

### **Minimize or eliminate the need for people to be in the building other than necessary employees and students:**

- Request vendors to access to the school at times when students are not present.
- Restrict the number of people in the school building who are not students or staff to a minimal number.

## **Extra-Curricular and Co-Curricular**

The MSD of Warren County School Corporation is following the IHSAA Phased Athletic Return to Play Plan for athletics and other extra and co-curricular activities. The information may be found at the links below.

## Band

View ISSMA guidance for marching band [here](#).

**2020-21 Phased Athletic Return to Play Plan [Link](#).** This spreadsheet provides a step-by-step guide to phases of re-entry.

- Prior to participation, all first-time student athletes are required to have an IHSAA pre-participation physical for the upcoming school year. Returning student athletes are not required to obtain a new IHSAA pre-participation physical, but should provide a [2020-21 IHSAA Health History Update Questionnaire and Consent & Release Certificate](#) prior to participation.
- [Franciscan Consent to Treatment Form](#) (must be signed and returned)
- [Complete Physical Exam Form](#) (if athlete does not have a physical on file from 2019-20)

# Special Education

## Case Conferences

### *Annual Case Reviews*

As no waiver has been granted for ACR's timelines, MSD of Warren County will continue to provide annual case reviews as required by law.

### *Case Conference Committee Meetings to Review and Revise the IEP*

The MSD of Warren County School Corporation intends to reopen buildings in August 2020 to provide in-person instruction. Case Conference Committee (CCC) meetings with parents will be scheduled to review the provision of services and the educational progress of each student. Open and honest discussion will determine whether or not there is a need to adjust the frequency or duration of services.

Educational needs can be measured by considering:

- Whether the student continued making progress toward meeting his/her IEP goals,
- Whether the student experienced any additional or new social-emotional health issues during building closure and re-entry;
- Whether the student experienced any regression during the period of school building closure.

### *CCC Meeting Method Options*

During the initial stage of reopening schools, CCC meetings may be conducted in-person or through virtual means.

### ***Evaluations***

As the requirements for evaluations remain unchanged, evaluations may be conducted virtually if the school psychologist has been appropriately trained in conducting virtual assessments and has access to the digital assessments.

## **Homebound Services**

MSD of Warren County will provide special education and related services to a student with a disability who is absent for an extended period of time.

### ***Use of Homebound due to Infection in Student's Family***

Once school buildings reopen, a student with a disability may be quarantined at home for an extended period of time due to a family member's infection. MSD of Warren County will follow the same homebound protocol identified above to ensure the provision of FAPE. School personnel should likewise follow appropriate health guidelines to assess and reduce the risk of transmission in the provision of such homebound services.

### ***Use of Homebound Not Related to COVID-19***

As schools reopen, students who were receiving services in a homebound placement pursuant to their IEP will remain in that placement until the CCC determines that a different placement is appropriate. Whether the location of the homebound services identified in the student's IEP is in the student's home or an out-of-school location other than the student's home, school personnel should follow appropriate health guidelines to assess and reduce the risk of transmission of COVID-19 (511 IAC 7-42-11).

# **Student Transportation**

The geographical layout of the MSD of Warren County School Corporation and its schools is not conducive to having in-person classes while maintaining full social distancing on buses. Therefore, to protect students and drivers the MSD of Warren County School Corporation under the directive of Governor Holcomb requires all students regardless of age and staff to wear face masks/coverings.

In addition to the requirement of face coverings, MSD of Warren County has discussed the following measures with our Re-entry Task Force as well as the Fountain-Warren Department of Health.

## **Communication**

Prior to the start of the school year, all buses will undergo a thorough cleaning and disinfection treatment. This document should provide parents and students the passenger expectations and the role students will play in minimizing infection.

## **Transportation Precautions**

### ***Modification Considerations for School Transportation***

- To protect students and drivers the MSD of Warren County School Corporation requires students and staff to wear face masks/coverings.
- Frequently touched surfaces on a bus will be cleaned and disinfected at least daily.
- When possible, siblings/relatives (same house) should be seated together.
- Drivers will assign seats, when possible, considering social distancing. This is not intended to be punitive in nature but rather assist the FW Health Department in contact tracing should it become necessary.
- When possible, students will be assigned to a single bus (one route). If a student routinely splits days to be picked up and dropped off in different locations, we will accommodate this as the student will be assigned a seat on both busses.
- When feasible, additional bus stops may be utilized.
- Stagger drop-off (one bus at a time) and pick-up processes. Drivers in the car rider line are requested to remain in their vehicles.

## **Protecting Vulnerable Populations**

### **Vulnerable Students**

Vulnerable students are at high-risk of severe medical complications if exposed to COVID-19 and therefore may be unable to attend school. We will work with families of vulnerable children to gauge their intentions in returning to a traditional school setting. We will provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and health officials. A recommendation from a physician may be requested for remote/distance learning requests.

### **Vulnerable Staff**

Vulnerable staff members are at high-risk of severe medical complications if exposed to COVID-19 should wear protective masks. Alternative locations to allow social distancing will be sought for instruction. Reasonable accommodations for personnel who are members of vulnerable populations will be made to allow continued employment (subject to law). Instructors may request students to wear masks while seated in the classroom.

## **Mitigation Strategy Recommendations**

The MSD of Warren County School Corporation Re-entry Task Force has worked collaboratively with the Fountain-Warren Health Department to help prevent the spread of COVID-19 among students, staff, and teachers.

Although evidence shows that most children infected with COVID-19 have mild symptoms, some children may develop serious illness, especially those children at risk because of underlying health issues.

In an effort to be cognizant of positive cases of COVID-19 and to enact a response team, it will be mandatory for all teachers, administrators, staff and students (parents/guardians) to report any documented positive cases of COVID-19 in their school to the following:

During the school day to the respective school office principal or assistant principal.

During evening or overnight hours, please leave a message at **(765) 893-4445 ext. 163**. Additionally, an email may be sent to [mbillingsley@msdwarco.k12.in.us](mailto:mbillingsley@msdwarco.k12.in.us).

Any student, teacher, administrator or staff who is symptomatic for infection should stay home and consult their primary care provider or seek testing. The state website [www.coronavirus.in.gov](http://www.coronavirus.in.gov) has a list of over 200 testing facilities, their location and hours of operation. This list is updated frequently.

If an individual in one's home has COVID-19 or is quarantined isolated because of COVID-19, those in the household should also stay home for a minimum of two weeks. This could be longer if the student becomes symptomatic.

In the event of a documented positive case, the MSD of Warren County Response Team will work closely with the Fountain-Warren Health Department and/or the Indiana State Department of Health to determine our next steps. The local health department or the Indiana State Department of Health will be consulted for recommendations on further testing, cleaning, etc.; however, this health/medical review may be done on the same day as a positive case to reduce school closure time.

Recommendations about prolonged closure will depend on, but not limited to, the community level of disease, the current burden of infection impacting our local hospital systems, etc. as well as feedback from the Fountain-Warren Health Department and/or the Indiana State Department of Health.