

LEETON R-X SCHOOL DISTRICT

Safe Return to School Plan August 2022-2023

As Leeton School District plans for re-entry this fall, the main consideration is providing educational excellence for all our students in a safe and healthy environment. This pandemic has caused us to consider new ways to educate our students while still providing authentic educational experiences. Leeton R-X School District will safely reopen schools and activities for the 2022-2023 academic year aligned with our District Goals and Beliefs. Classes will begin on August 23rd. The action level will depend upon the local rate of COVID positive cases.

The plan is extensive and was developed with feedback from our parents, community, staff members, the U.S. and Missouri Departments of Elementary and Secondary Education, Johnson County Community Health, Missouri Association of School Administrators, Missouri School Board Association, EdCounsel, Missouri Department of Health and Senior Services, and multiple school leaders across the state. Although it is our preference for full in-person instruction, it might be necessary to modify our educational environment to accommodate a hybrid or virtual schedule.

If you or someone you know needs this plan translated or read to them, please contact Marc Spunaugle, Leeton R-X Superintendent to arrange accommodations. By phone: 660-653-2301; email: mspunaugle@leeton.k12.mo.us

Although substantial planning and collaboration have taken place to develop this plan, the district is prepared to make modifications and adjustments to accommodate any changes necessary to meet the constant changes due to COVID-19. This plan will be reviewed every 6 months (at a minimum) by a group consisting of students, parents, teachers, and administrators. The Leeton R-X Board of Education reviews and approves this plan monthly. Detailed information regarding our different educational plans and procedures are available in this document. Additional information will be communicated throughout the academic year. We appreciate your understanding and patience as we are dedicated to providing excellent educational experiences during these challenging times.

Leeton R-X District Commitments

- The **health and safety** of our students, staff, families, and community is our top priority. Board of Education policy F-245-P applies to the District COVID-19 response.
- Every decision made will take into consideration the latest guidance from local, state, and federal authorities on **operational considerations** during the school day.
- Leeton R-X School District will provide the **highest quality instruction** to all students regardless of the circumstances.
- Appropriate accommodations for children with disabilities with respect to the health and safety policies will be determined, as needed.
Leeton R-X School District will support the well-being of **each student** and **every program**.

The Leeton R-X Board of Education, District Administrators and Staff Members will work to monitor information and data from health authorities, data from internal district operations, and state and local officials in order to determine actions at school facilities in response to community spread of COVID-19.

General

- Students and staff will be asked to maintain recommended social distance when feasible.
- Daily temperature checks of all students at school will not be performed due to the expectation of daily self-evaluations by parents or guardians. Each building has been provided no-touch infrared thermometers for screening symptomatic students and staff and/or when necessary.

Student Health Protocols

- All students (or parents of younger students) should do a daily self-evaluation prior to coming to school or boarding school transportation.
- All students will be instructed on methods to protect themselves and others from COVID-19 at school.
- All students should practice appropriate social distancing, hand hygiene, and respiratory etiquette.
- All students should regularly wash their hands when reporting to school and after using the restroom.
 - All students will be trained on proper handwashing techniques.
- All students should maintain recommended social distancing from others. If this is not possible face covering may be used.
- Students in grades Kindergarten through 12th grade will wear face coverings (masks or shields) during significant transmission levels, including in the classroom (see included chart).
- Students' individual needs will be addressed on a case-by-case basis.

Employee Health Protocols

- All Leeton R-X employees will be required to complete self-screening daily.
- All employees shall know, understand, and practice methods to protect themselves and others from COVID-19 at work.
- All must practice appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- All employees shall regularly wash their hands when reporting to work and after using the restroom.
- All employees should maintain the recommended social distancing from others. If this is not possible face covering may be used.
- During periods of significant transmission, all employees shall use non-medical grade face masks, covering nose and mouth, while in indoor common spaces.

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, the District will consider the following questions:

Has the individual recently begun experiencing any of the following in a way that is not normal for them?

- Feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

Individual Presents Symptoms At School/Work

When a student has displayed symptoms of COVID-19, an assessment will be administered to determine if and when a student needs to be sent home. A student who reports feeling feverish will have their temperature taken.

Students who are ill will be separated from their peers and should be picked up no later than 1 hour from the time the District contacted the student's parent/guardian.

Other students will be removed from the classroom and taken to an alternate location on campus (e.g. go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.

Staff members displaying COVID-19 symptoms will follow District protocols including isolation from students and other staff members.

Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, the District will notify all teachers, staff, and families of all students in the district if a lab-confirmed COVID-19 case is identified among students, teachers or staff. While there are shared spaces within the District, case by case decisions will be made regarding the level of impact on students and staff in order to maintain a safe and healthy learning environment.

Individuals returning to school/work after Positive Report

Any individuals who themselves either:

- are lab-confirmed to have COVID-19; or
- experience the symptoms of COVID-19 (listed above)

Must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:

In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

- at least 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medications);
- the individual has improvement in symptoms (e.g., cough, shortness of breath)

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In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same set of criteria listed above.

In the case of a positive test or an individual experiencing the symptoms of COVID-19 (listed above), the parent/guardian or staff member must report this information to the appropriate administrative office in order to complete appropriate communication with others who may have been exposed.

If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either:

- obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, or
- be symptom free

COVID Vaccination Information

Vaccination information is available from the Johnson County Health Department.

On the web:

<http://johnsoncountyhealth.org/covid-19-vaccine-in-johnson-county/>

By phone:

660-747-6121

Protocols for Face Coverings

The use of face coverings will reflect the rate of community transmission of COVID-19 and the health recommendations associated with each level. The District will consider guidance from the Department of Health Services and Senior Services (DHSS), Johnson County Community Health Department, and/or executive orders or directives from the Governor. The District will utilize an alert system to inform students, parents, and staff of the community transmission level and when face coverings must be worn.

Community Transmission Levels

LEETON R-X School District COVID-19 Action Levels			
0% - 5%	6% - 10%	11% - 21%	22% or Greater
<p>LEVEL 1 Minimal Transmission</p> <p>Staff and students self screen daily for COVID 19 symptoms before arrival</p> <p>Face coverings optional and social distancing followed</p> <p>Teach and practice health hygiene</p> <p>Water fountains closed with water bottle filler stations available</p> <p>Maintain frequent cleaning and disinfection of commonly touched surfaces</p> <p>Communicate with parents to keep sick students at home</p> <p>Extracurricular activities permitted</p> <p>Restrict outside visitors and guests to essential services only</p> <p>Monitor attendance and communicate with local health officials</p>	<p>LEVEL 2 Moderate Transmission</p> <p>Intensify cleaning and disinfecting of commonly touched surfaces and areas</p> <p>Face coverings strongly encouraged for students on campus</p> <p>Continue all mitigation strategies in place at level 1.</p>	<p>LEVEL 3 Significant Transmission</p> <p>Limit/postpone all non-critical gatherings and events</p> <p>Consider staggering or extending start and dismissal times</p> <p>Implement social distancing strategies for gatherings, classroom and movement throughout the buildings</p> <p>Mandatory face coverings for all</p>	<p>LEVEL 4 Substantial Transmission</p> <p>District facilities will be restricted and all events will be postponed/ cancelled</p> <p>Maintain close coordination with local health officials</p>
<p>The percentages used to determine our Action Levels are based on District wide positive results and close contact exclusions combined.</p> <p>Students who have been excluded will continue instruction via AMI at all levels.</p>			

**Please note, it may be impractical for students and staff to wear masks or face shields while participating in some activities. When it is impractical for students and staff to wear masks or face shields during those activities, social distancing guidelines will be implemented. Students' individual needs will be addressed on a case-by-case basis.

Arrival/Dismissal/Transitioning

Arrival

- Multiple entry points will be established (i.e. elementary students will enter via the elementary entrance; MS/HS students will enter through the circle drive double doors, entrance by the weight room, or the main entrance by the library).
- Parents may drop their child(ren) off at the appropriate entrance but will not be allowed to walk their child(ren) into the building.
- If necessary, students will report straight to the classrooms.

Dismissal

- Multiple exit points will be established.
- Students will be released straight from their classrooms whenever possible.

Transitioning

- Considerations will be made at all levels based on student needs.

Meal Service

All cafeteria staff will use PPE while performing job responsibilities and will be trained to practice health and hygiene regulations. Visitors will not be allowed during breakfast/lunchtime. Cafeterias will be disinfected regularly. Students will use hand sanitizer or wash hands before entering the cafeteria serving area.

Breakfast

- Cafeteria and serving areas will be cleaned as students transition.
- Students will eat breakfast in classrooms, outdoor seating areas, and the gymnasium as needed.

Lunch

- Students may eat in various locations throughout the building to maximize social distancing (i.e. cafeteria, classroom, outdoor spaces, gymnasium, etc.).
- Cafeteria, serving, and eating areas will be cleaned between uses.

Transportation

- Students (or parents of younger students) will conduct self-assessment to determine symptoms of COVID-19 prior to riding a school bus
- Bus seating will be assigned
- Each bus will be sanitized between routes.
- Transportation staff will be trained in proper sanitation procedures.

Campus Organization/Procedures

It is our promise to maintain a warm and inviting learning environment in our classrooms while simultaneously following health guidelines.

- When permitted, student gatherings will be held outdoors.
- Outdoor play and learning will be encouraged

Staff and Student Training:

- Pre-Return to School Training - Staff expectations and protocols shared with staff prior to the start of the year to ensure understanding and preparedness to align with this plan.
- First Day Training/Orientation - On the first day of school, Leeton R-X School District will provide instruction to students on appropriate hygiene practices.
- Cleaning Crew Protocols - Custodial and maintenance crew will be trained in comprehensive cleaning and disinfection methods.

It is very important that all employees understand the safety requirements, protocols, and expectations to ensure everyone stays safe and prevents the spread of the virus. We will structure the training plan to effectively disseminate information to all teams and audiences.

Health and Hygiene Practices

- Hand sanitizer will be at the entrances of each facility and classroom.
- Students and staff will be instructed in proper handwashing techniques.
- Students and staff will be trained in proper health hygiene and disease transmission prevention measures.
- Building systems will be adjusted to allow as much fresh air circulation as possible.

Campus Cleaning Plan

- Buildings will be cleaned throughout the instructional day.
- Custodial staffing will be scheduled to allow for ongoing cleaning of touch surfaces during the instructional day.
- Classrooms will be equipped for cleaning between changing student groups.
- Each classroom and common area will be supplied with sanitation supplies to maximize cleanliness from space to space.
- Cleaning products will be properly stored when not in use.
- Each classroom and restroom will be cleaned/disinfected at the end of each day.
- Staff will have access to supplies to clean/disinfect working surfaces and shared objects after each use and during breaks in instruction.
- Alcohol-based hand sanitizing will be located throughout the building in common areas as well as in each classroom.

Extra-Curricular/Non-Academic Activities

- Hand sanitizer and sanitation supplies will be available in gym areas and equipment will be sanitized on a regular basis.
- Athletics and Extracurricular Activities will be conducted in alignment with MSHSAA guidelines.
- Spectator attendance at games and contests may be limited and decisions will be based on current local COVID positive rates.
- Separate entrances and exits may be utilized and event doors may be propped open to minimize physical contact with handles.
- Spectator seats may be marked and/or configured in a way to enforce social distancing.
- Concessions and/or concession sales may be limited to encourage social distancing and to follow health and safety guidelines.
- All spectators will be asked to self-assess for symptoms of COVID-19 prior to entering the event.

Visitors/Deliveries/Miscellaneous

- All visitors entering the building will remain in the building vestibules until they have been properly checked in.
- To ensure the safety of students and staff, all outside items will be left at the building offices (i.e. food, gifts, doordash, etc.).
- The use of field trips to enhance the educational experience must be approved by administration and will comply with the guidelines included within this plan.

Face-to-Face Instruction

Students in the Leeton R-X School District will have the opportunity to attend school and receive instruction via face-to-face format for the 2022-2023 school year. This scenario will include an instructional platform that involves in-person instruction as well as the use of Google Classroom (district-wide) for specific instructional areas. This will ensure that students are familiar with the virtual platform in the event we have to quickly switch to a virtual setting.

Several **operational considerations** (detailed above) have been identified to prevent and mitigate the viral spread inside the school setting during face-to-face instruction.

Plans include:

- Implementation of student/employee health protocols
 - Adjustments to the District's arrival/dismissal procedures
- Adjustments to the cafeteria, transportation, and the District's organizational procedures
- Implementation of health and hygiene practices with increased cleaning and signage

- Adjustments to protocols for visitors, deliveries and student gatherings

Virtual Instruction

In preparation for the 2022-2023 school year, the Leeton R-X School District will also provide instruction via virtual format for students who have enrolled in virtual learning. Virtual learning platform(s) (including course offerings) will be selected by the district and shared with parents prior to the start of the school year.

To participate in virtual instruction, students must have access to the following:

- Broadband internet access
- Laptop or desktop computer for use during normal school hours. A device can be checked out from the District by completing the technology agreement form. Insurance for these devices is available, but optional, for a one-time \$50 fee.

Please note, the following also pertain to students interested in virtual instruction: ○

Eligibility requirements through MSHSAA will exist for students who participate in extracurricular activities. Students must meet all of the following:

- Students must be enrolled in Leeton School District and must take a minimum of two credit-bearing, seat-time classes for a minimum of 1.0 unit of credit at the high school.
- Administration confirms the student is enrolled in courses taken outside of the district (dual credit, vo-tech, and work-study) which brings the student up to the academic credit requirements outlined by MSHSAA.
- All classes must be completed with a passing grade of 60% and above by the close of the district's semester to retain eligibility for the current and following semester, per the Leeton MS/HS Student Handbook.

*Please refer to MSHSAA By-Law 3.3 for eligibility requirements for extracurricular eligibility:

<https://www.mshsaa.org/resources/pdf/Official%20Handbook.pdf>

- Students enrolled in virtual instruction due to COVID-19 will not be eligible to participate in district-sponsored extra-curricular activities.
- Virtual instruction enrollment is required to participate in virtual instruction. The enrollment window will be shared with parents/guardians. Once the window closes, enrollment will be determined on an individual basis and must be approved by District administration. Students who enroll in virtual learning will remain in that placement the entire semester.

If you would like to enroll your child in virtual learning through the Leeton R-X School District, please click below for the virtual instruction enrollment form. The form will be open **August 2-12, 2022** to allow time for student's virtual schedules to be generated. This is a lengthy process. If you do not enroll your child by August 12th, we will assume your child will attend face-to-face instruction at the Leeton R-X School District. Please feel free to reach out to a District Administrator if you have any questions regarding this plan.

Virtual Instruction Enrollment Form: <https://forms.gle/U4YqXtTqPkCjVnqU9>

Social/Emotional Needs

Along with the implementation of several health and safety protocols to address student and employee needs, Leeton R-X School District will also address the social and emotional needs of students and staff.

Plans include:

- Provide leveled professional learning opportunities on social/emotional learning (SEL) and trauma-informed classrooms.
- Provide leveled in-class instructional opportunities on social/emotional learning, following specific SEL competencies (Self-Awareness, Self-Management, Social Awareness, Relationship Skills, Responsible Decision-Making).
- Adjust curriculum to support digital and social milestones.
- Develop/implement mental health supports for students and employees.

All information in this document is relevant as of 8/18/2022 and is subject to changes as necessary. This document is reviewed and approved by the Leeton Board of Education at each regular session meeting.