

Park Rapids Area Schools District Reopening Plan Fall 2020



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Introduction

Providing services during this unprecedented time has been challenging. Keeping in mind the health and safety of all involved while providing the best possible educational opportunities and experiences for children is the primary goal. In reopening our schools, as directed by the state, Park Rapids Area Schools are planning for the three possible scenarios:

- Full return of students in the classrooms for In Person Learning.
- Hybrid Learning, which includes both In Person and Distance Learning.
- Distance Learning where students will not physically return to school and continue learning at home utilizing technology.

The Park Rapids Area Schools' reopening plan was developed by a district committee working to identify and meet the needs of Park Rapids Area School students and community. Every district has their own strengths and weaknesses. Some options may work well for other districts that will not for Park Rapids Area and vice versa. The plans chosen for Park Rapids Area Schools are best aligned to serve the Park Rapids Area students, families and community.

A Commitment to Our Students and Families

Safety: The health and safety of our students, staff and families are our main priority. Our actions and plans will reflect best practices and guidance from the MDH/MDE/CDC.

Flexibility: We want to do what we do best, teaching and learning in person with our students! Plans will be developed to allow moving between In Person, Hybrid Learning and Distance Learning scenarios as deemed necessary.

Equity: We will ensure that all schools, and each planning scenario, will safeguard that race, gender, class and disability will not impact our students' success.

Responsibility: In all scenarios, fiscal responsibility to our constituents is carefully considered. We will ensure that the financial resources of the district are being used in a responsible, yet effective way to meet the needs of our students.

School and Family Partnerships Are Important

Through surveys, we have asked our families and staff for input to gather feedback on our Distance Learning experience and reopening schools for the Fall of 2020. Highlights of the finding are:

Last spring surveyed staff, students and families regarding the Distance Learning period.

- Many of the comments indicated that distance learning was a challenge and that students need to return to school
- Most parents (78.8%) indicated that communication with school was good to excellent
- The biggest challenge families faced included:
 - Motivating child to complete work
 - Technology not working
 - Managing online learning (assignments, grades, Google Classroom)

This summer the district surveyed parents and staff regarding the upcoming school year.

- Most parents, 67.2% out of the 705 respondents, are comfortable sending their students to school in person.
- Most staff, 62.5% of the 176 respondents, are comfortable returning to school in person.
- Communication via email and text messaging were the favored methods of families
- Both families and staff indicated that the health and safety of all is a top priority in reopening school.

Thanks all to all who have participated in the surveys. Your input is valuable in our ability to make plans to better meet the needs of students, staff and families. Thank you!

Reopening Plan Focus Areas

District teams worked collaboratively to plan the reopening of schools to include four primary focus areas:

- Health, Safety and Operations
 - Facility Space and Environments
 - Daily Routines
 - Transportation
 - Food Service
- Instructional Learning Models
 - In Person Learning
 - Hybrid Learning
 - Distance Learning
- Student Support
 - Special Education and 504
 - Community Education
 - Crisis Prevention Response
- Activities
 - Fall Athletic Guidelines
 - School Clubs and Co Curriculars

Reopening Plan Focus Area #1 - Health, Safety and Operations

Facility Spaces and Environment

Signage:

- Social distancing signs and markers will be placed accordingly within the facility which include:
 - Handwashing hygiene
 - Physical distancing and
 - Illness symptoms

Sanitation:

- Hand sanitizer and stations are located throughout the buildings.
- Water bottle filling stations will be available, but drinking fountains will not.

Creating Space for Distancing:

- Rearrangement/removal of furniture

- Reconfiguring or moving work areas in spaces. Reconfiguring or moving teaching areas in spaces.

HVAC:

- Adjustment system and units to provide additional outside air into buildings

Cleaning and Disinfecting:

- Increase daily and weekly procedures and routines to ensure sanitation

Handwashing:

- Teaching and reinforcing hand hygiene

Community Spaces:

- Alternative uses for staff, students and learning activities
- Increase cleaning protocols

Modify building movement patterns:

- Adjusting schedule for student transition patterns
- Creative use of instructional areas within the building to provide additional social distancing.

Daily Routines:

Health and Wellness Checks:

- The CDC recommends that universal symptom screening should not be conducted by schools.
- Parents or caregivers are strongly encouraged to monitor their children for signs or symptoms of infectious disease.
- Students who are sick should not attend in-person schooling.
- School staff will be responsible for their own daily health checks.

Visitors and Guests:

- Nonessential visitors and guests will be limited.

Student Cohorts:

- Limit student interaction outside of the classroom environment.
- Ensure transitional protocols are in place to limit social gathering.

Facility Entrance and Exits:

- Regulate access and directional flow of students upon entering and exiting the facility.

Face Coverings:

- Face coverings are required for all people, including students K–12, within all school buildings and school transportation. If necessary, the district will provide face coverings for staff and students.
- Staff and students will receive one cloth mask and will be responsible for managing and maintaining during the masking period.

Staffing:

- The district shall reassign staff as needed to cover daily operational needs focusing on student learning and health and safety priorities.

Vulnerable Individuals:

- Limited exposure and alternative learning and options will be provided for those with health compromised conditions.

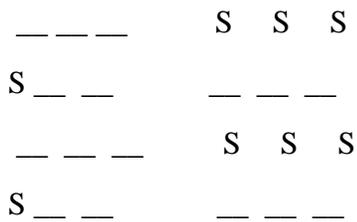
Transportation:

In Person Learning Model:

Students will board the bus in the order they get on, back to front. Families may be seated together, but no mixing of families. Bus drivers will wipe down high touch areas with an all purpose cleaner or wipes following each route; i.e. tops of seats, handrails. At the end of the day, buses will be disinfected utilizing a hypochlorous acid and electrostatic sprayer. Parents will be encouraged to transport their own children as possible. Students will be limited to one bus assignment. Students will not be allowed to ride to friend’s home, etc.

Hybrid Learning Model:

Buses will be filled from back to front with 50% of eligible students riding the bus at one time. One student per seat, unless family. Pattern will look at follows:



In Person and Hybrid Learning Model:

Buses will pick up and drop off at each location (Frank White Preschool, High School, Elementary, and Middle School). No more than five buses dropping and/or picking up students at one time. Social distancing will be maintained in boarding/unboarding lines. Students will be requested to go directly to their bus seats or into the school building.

Distance Learning Model:

Buses will be delivering meals and/or school materials according to their regular bus routes. Families will need to approach the bus for their deliveries. Buses will be cleaned and disinfected following each route.

All Learning Models:

Student capacity:

- MDE/MDH will determine the number of students per bus.
- Students from the same household will need to sit together.
- Students may need to sit at windows to provide additional separation.
- Students enter the bus filling the seats in the back first and unloading the bus from the front to the back.

- Parents will be encouraged to transport their own children as possible.
- Students will be limited to one bus assignment.
- Students will not be allowed to ride to friend's home, etc.

Driver capacity:

- Creating mass additional routes is not feasible due to financial constraints in other factors.
- Drivers will be assigned a time in which to come into the driver's area to limit the number of staff at one time.
- We are committed to securing the required number of drivers necessary to accommodate all route

Face coverings:

- The state requires face coverings for bus riders including students in K-12.
- The district will provide face coverings for students if necessary. Refer to facemask face coverings previously.

Bus sanitation:

- Buses will be disinfected following each route with special attention to high touch areas.
- Electrostatic guns will be wiped down after each use.
- Mechanics will wipe down the driver's area following morning and afternoon routes.
- Additional ventilation may be provided from partially opening windows and/or roof hatches as conditions permit.
- Safety signage may be added to promote physical distances based on the MDE/MDH bus capacity limits.

Students with disabilities:

- IEP or 504 plan driven accommodations will be reconfigured to meet physical distancing guidance while meeting the needs of individual students.

Drop off pick up zones:

- Bus and parent drop off and pick up zones and loading unloading times may need to be modified to accommodate a potential increase in self-transported students

Food Service:

In Person Learning Model:

Social Distancing:

- Markings on floor to keep them 6ft apart while in line to get food.
- No more self-serve
- Some meals in the classroom

Grades K-3:

- Breakfast will be grab and go that they will take back to the classroom.
- Lunch will normal, but they will sit two at a table all facing the same direction

Grades 4-8:

- Breakfast will have a grab and go breakfast station set up across from the middle school office that they will then eat in the classroom.

- Lunch will come down through the lunch line; they will not be serving themselves. They will then take their lunch to eat in their classroom.

Grades 9-12:

- Breakfast will be grab and go that they will take back to the classroom.
- At lunch, students will come down through the lunch line; they will not be serving themselves. They will then be spread out between the commons area and down the hallway towards the auditorium.

Grade PreK:

- Both breakfast and lunch will be served in their classroom.

Hybrid Learning Model:

Social Distancing:

- Markings on floor to keep students 6ft apart while in line to get food.
- No more self-serve
- Some meals in the classroom

Grades K-3:

- Breakfast will be grab and go that they will take back to the classroom.
- Lunch will normal, but they will sit two at a table all facing the same direction
- If there is a distance learning day food will be dropped off to the classroom the day before so students can take it home on the bus for the next day

Grades 4-8:

- Breakfast will have a grab and go breakfast station set up across from middle school office that they will then eat in the classroom
- Lunch will come down through the lunch line, they will not be serving themselves. They will then take their lunch to eat in their classroom
- If there is a distance learning day food will be dropped off to the classroom the day before so students can take it home on the bus for the next day

Grades 9-12:

- Breakfast will be grab and go that they will take back to the classroom.
- At lunch, students will come down through the lunch line; they will not be serving themselves. They will then be spread out between the commons area and down the hallway towards the auditorium.
- If there is a distance learning day food will be picked up in the commons area before students are released to take home for the following day.

Grade PreK:

- Both breakfast and lunch will be served in their classroom.
- If there is a distance learning day food will be dropped off to the classroom the day before so students can take it home on the bus for the next day

Distance Learning Model:

- Same as last spring, meals will be bussed out or picked up curbside.
- If meals are bussed out the student will be charged for the meals whether they pick them up or not.

Reopening Plan Focus Area #2 - Instructional Learning Models:

Transitioning Between Learning Models:

The district may need to transition between models based on positive Covid cases within the county and community. In order to ensure continuity of instruction and procedures and routines for students and families, students will have learning opportunities available each day in all learning models. These activities may include or be similar to:

- Recorded lessons on content for the course.
- Live teacher interaction and classes with students, along with opportunities for peer collaboration and group work via technology.
- Small group and individual meetings with teachers and students throughout the school day.

The district will use Google Classroom as a platform in the delivery of instruction in all learning models. While using Google Classroom, all classes will be presented live and/or recorded lessons in all models. In all instructional models, students will have a calendar in their Google Classroom detailing activities from their teachers.

In all Learning Models:

- Devices - Students may use a district device.
- Connectivity - Internet access at home is important for all students.
- Communication - District and school communication will be ongoing from school, staff and families.
- Staffing- The district shall reassign staff as needed to cover daily operational needs focusing on student learning and health and safety priorities.
- Schedules - Daily schedules may be modified (i.e. lunch, recess, electives) as necessary.
- Alternatives - During In Person and Hybrid Learning models, Distance Learning options will be available for students.

Scenario 1: In Person Learning Model:

The following outlines the school structure for each grade level in the district when we are in the In Person Learning Model during the 2020-2021 school year.

- In this scenario, students and staff will create social distancing between one another as feasible during the day. However, during primary instructional time, the district cannot guarantee strictly enforcing the 6 feet physical distance.
- All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of [MDH 2020-2021 Planning Guide for Schools](#) for more information on exceptions and requirements.

<p>EARLY CHILDHOOD</p> <p>3 yr - preschool 4 yr - preschool Early Childhood Family Ed</p>	<ul style="list-style-type: none"> ● ClassDojo will be used for online lessons. ● Build in routines for handwashing. ● Limiting nonessential visitors, volunteers or external groups. ● Will create as much space between students and teachers as is feasible during the day. ● Students will be encouraged to wear a face covering. Staff and ECFE parents will be required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
<p>ELEMENTARY</p> <p>Grades K-4</p>	<ul style="list-style-type: none"> ● All classes will use Google Classroom for housing lessons, assignments, and resources to support direct instruction teaching model ● Students will receive direct instruction from their homeroom, Specialist, Intervention, or Special Education teachers. ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
<p>MIDDLE</p> <p>Grades 5-6</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Direct and Flipped classroom instruction approach will be used ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
<p>MIDDLE</p> <p>Grade 7-8</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Direct and Flipped classroom instruction approach will be used ● 7 period day, modified HEX classes ● Encore classes (ART, PE, STEM) by Trimester ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.

<p>SECONDARY</p> <p>Grades 9-12</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Direct and Flipped classroom instruction approach will be used ● Traditional 7 period day, 3 Trimester, ● Modified passing time between classes ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
<p>Distant Learning</p> <p>Grades PK-12</p>	<ul style="list-style-type: none"> ● Students interested in a full distance learning option will enroll prior to the school year. Families who plan to use this option must enroll by August 20th

Scenario 2: Hybrid Learning Model:

The following outlines the school structure for each grade level in the District when we are in the Hybrid Learning Model during the 2020-2021 school year.

- In this scenario, students will return to school at 50% capacity. Social distancing of 6 feet will be enforced.

<p>EARLY CHILDHOOD</p> <p>3 yr - preschool</p> <p>4 yr - preschool</p> <p>Early Childhood</p> <p>Family Ed</p>	<ul style="list-style-type: none"> ● ClassDojo will be used for online lessons. ● Build in routines for handwashing. ● Limiting nonessential visitors, volunteers or external groups. ● Will create social distancing with at least 6 feet between students and teachers during the day. Alternative space for preschool classrooms may be used or the number of students may be reduced up to 50%. Students may be divided into Group A or B and attend in-person one day and distance learning the other day. ● Students will be encouraged to wear a face covering. Staff and ECFE parents will be required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
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<p>ELEMENTARY</p> <p>Grades K-4</p>	<ul style="list-style-type: none"> ● Classes will be reduced to 50% of the student population ● Students will be divided into either Group A or Group B ● Modified Scheduling In Person Group A -M/W, Group B -T/R, Friday Distant Learning (the days students are not in person they will be distant learning). ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
<p>MIDDLE</p> <p>Grades 5-6</p>	<ul style="list-style-type: none"> ● Classes will be reduced to 50% of the student population ● Students will be divided into either Group A or Group B ● Modified Scheduling In Person Group A -M/W, Group B -T/R, Friday Distant Learning (the days students are not in person they will be distant learning). ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
<p>MIDDLE</p> <p>Grades 7-8</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Direct and Flipped classroom instruction approach will be used ● 7 period day, modified HEX classes ● Encore classes (ART, PE, STEM) by Trimester ● -Modified Scheduling In Person Group A -M/W, Group B -T/R, Friday Distant Learning (the days students are not in person they will be distant learning) ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.

<p>SECONDARY Grades 9-12</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Direct and Flipped classroom instruction approach will be used ● Traditional 7 period day, 3 Trimesters ● Modified Scheduling In Person Group A -M/W, Group B -T/R, Friday Distant Learning (the days students are not in person they will be distant learning) ● Modified passing time between classes ● All students, staff, and other people present in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering. Reference pg. 7 of MDH 2020-2021 Planning Guide for Schools for more information on exceptions and requirements.
<p>Distant Learning Grades PK-12</p>	<ul style="list-style-type: none"> ● Students interested in a full distance learning option will enroll prior to the school year. Families who plan to use this option must enroll by August 20th

Scenario 3 Distant Learning Model:

The following outlines the school structure for each grade level in the District when we are in the Distant Learning Model during the 2020-2021 school year.

<p>EARLY CHILDHOOD 3 yr - preschool 4 yr - preschool Early Childhood Family Ed</p>	<ul style="list-style-type: none"> ● ClassDojo will be used for online learning and no students will be present in the building. ● A contactless pick up for school materials will be implemented.
<p>ELEMENTARY Grades K-4</p>	<ul style="list-style-type: none"> ● No students will be present in the building ● All instruction will be delivered online or in a combination of paper packets and online instruction as needed.
<p>MIDDLE Grades 5-6</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Flipped classroom instruction will be used ● Live contact with a teacher will be expected using Google Meet ● 7 period day ● Traditional daily schedule, students will need to log into Google Classroom for every class

<p>MIDDLE Grades 7-8</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Flipped classroom instruction will be used ● Live contact with a teacher will be expected using Google Meet ● 7 period day ● Traditional daily schedule, students will need to log into Google Classroom for every class
<p>SECONDARY Grades 9-12</p>	<ul style="list-style-type: none"> ● Google Classroom will be used for all classes ● Flipped classroom instruction will be used ● Live contact with a teacher will be expected using Google Meet ● Traditional 7 period day, 3 Trimester ● Traditional daily schedule, students will need to log into Google Classroom for every class
<p>Distant Learning Grades PK-12</p>	<ul style="list-style-type: none"> ● Students interested in a full distance learning option will enroll prior to the school year. Families who plan to use this option must enroll by August 20th

Reopening Plan Focus Area #3 - Student Support

Special Education and 504 (In all Learning Models):

- Special Education services will align with the district general education plan for each of the 3 scenarios of learning: In-Person Learning, Hybrid, and Distance Learning.
- The district will continue to provide a Free and Appropriate Public Education (FAPE) under each model through the use of COVID 19 Contingency Plans. These plans will be developed by the IEP team on an individualized basis.
- The COVID-19 Contingency Learning Plan form will include the current IEP information but will allow for the team to change the key components such as the services, delivery model of services, least restrictive environment, accommodations and modifications dependent upon the learning model that is used by the district and the needs of the individual student.
- Ongoing Parental Participation will be conducted via in-person meetings, by telephone, or technology such as text or other forms of electronic meetings.
- Service models of instruction will be dependent upon the scenario of learning that the school is in, the individual needs of the student, and the current MDH and CDC guidance. Services may be determined to be indirect, direct, in person, small group, large group, through technology or teletherapy.
- Itinerant staff and related service providers who serve in multiple districts and buildings may use teletherapy to provide services in order to minimize the number of cross district physical contacts in a day thus increasing the risk of COVID 19 spread.
- District interagency partners who provide services for students with disabilities will follow their own COVID 19 plans, but every effort will be made to ensure that ongoing services are provided as per the individual students’ needs.

- The special education staff will implement health and safety routines into students schedules in alignment with MDH and CDC guidance.
- Through the IEP team process and based on individual student needs alternative masks and PPE equipment will be provided if determined needed.
- Special education staff will follow the MDH Guidance for Delivering Direct Student Support Services: Staff Protective Equipment on a case by case basis depending upon the individual students' needs
<https://www.health.state.mn.us/diseases/coronavirus/schools/directsupport.pdf>
(see page 13 for quick chart reference).

Community Education:

The district will continue to provide services for children and families during each of the learning models.

- Adult and Youth Enrichment
- Early Childhood Family Education
- Early Childhood Screening
- School Age Care – Century Adventures/Club 309
- School Readiness and Voluntary Pre-Kindergarten

Crisis Prevention Response

The focus will be identifying what can be prevented and take effective action, establishing best practices for schoolwide prevention strategies, and developing and implementing a well-designed system for crisis response and follow through.

Reopening Plan Focus Area #4 – Extracurricular Activities

Fall Athletic Guidelines (MSHSL/MDH):

All aspects of athletics including meetings, practices, competitions, transportation and facility usage must align with the requirements of the Minnesota Department of Education plan for return to learning, must follow the requirements from the Minnesota Department of Health's Guidance on Youth Sports, and must include the required actions identified in the Governor's Executive Orders.

- Fall athletics (including Girls Tennis, Boys and Girls Cross Country, Boys and Girls Soccer and Girls Swimming and Diving) may begin practice on Monday, August 17th. For schools that are required by localized metrics to be in a distance learning mode, practices are limited to virtual contact only.
- Football and Girls Volleyball will be delayed until a spring season. This will require further work in scheduling seasons through the winter and spring to provide opportunities for participation in multiple activities with minimal overlap of seasons.
- The first week of practice should focus on implementing effective protocols and routines for pre-participation screenings, effective social distancing, compliance with all health recommendations, establishment of pod limits of 25 or less, and additional actions that mitigate the spread of disease and enhance safety of students and coaches.

- Athletic programs must follow the identified protocols for students or coaches who have tested positive, are experiencing symptoms consistent with a COVID-19 diagnosis or have had exposure to an individual who has been diagnosed with COVID-19.
- The first day of competition is the later date of Monday, August 24th or the first possible date of competition as identified in the 500 series of MSHSL Bylaws per each activity.
 - Interscholastic scrimmages will not be allowed.
 - The number of teams involved in a competition will be limited to 3 teams.
 - Season length will be reduced to 80% or less
 - The number of competitions will be reduced to 70% or less
 - Competitions must be held with local opponents, defined as teams within a conference, district or section, or are identified as local by school administration.
 - Competitions held with opponents from other states are required to meet the following:
 - Full compliance with all requirements of the MSHSL and MDH
 - Opponents from other states may not exceed a distance greater than 75 miles from the Minnesota member school.
- In addition to the information provided here, the MSHSL will provide sport specific guidance for each fall sport that will further identify any modifications and recommendations for both practice and competition in each sport.

School clubs and Co Curriculars

During In School and Hybrid Learning Models, clubs and co curriculars may occur with physical distancing and safety measures in place.