

# METROPOLITAN SCHOOL DISTRICT OF SHAKAMAK



# **IDOE LEARNING PLAN 2020-2021**

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## **Document Overview**

The goal of MSD of Shakamak is to provide the best educational experience possible for students while providing a safe learning environment during COVID-19. This document is the framework of how we will accomplish this goal while making decisions using the best information available at this time.

The guidance provided by national, state, and local officials rapidly changes. Knowing information changes quickly the planning, preparing, and operating of the school district may change and this document may be revised. Please expect revisions and updates throughout the 2020-2021 school year based on the information provided by federal, state, and local officials as the medical landscape and knowledge surrounding COVID-19 continue to evolve.

We believe the best instruction takes place when teachers and students can work together in the classroom. Our goal is to have school in session with classroom instruction throughout the 2020-2021 school year. To do this, we must maintain a safe and healthy school environment and monitor the prevalence of COVID-19 in our community.

Knowing there are students with various health needs, MSD of Shakamak is dedicated to offering options for students who have family members who may be immune compromised or students themselves facing challenges in returning to classroom instruction. Beyond the safety measures being taken on the Shakamak school campus, we will also offer virtual online options for any family with concerns. Shakamak Schools have a computer platform that allows for virtual instruction. We will accommodate any special education needs, technology repairs, and provide office hours for assistance during the school day.

This option is not to be confused with elearning. Virtual distance learning is much more rigorous and requires a full day of instruction online. The student working hours may vary but the instructor hours will be during the teacher contract time. All work being completed daily within the schools will be required of students with the same grading expectations. Any student unable to attend on campus instruction will not be able to participate in extra-curricular or co-curricular activities.

We also understand that conditions change within our nation, state, and local community quickly. This document will also contain basic guidance on a quick transition to online learning for all students if required to do so by the state or local health officials.

## **Health Protocol for Schools**

It is essential for the school community to work together to prevent the introduction and spread of COVID-19 in the school environment and in the community while still providing a quality education program.

State statute gives public school districts the authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit it after exposure (IC 20-34-3-9).

In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine (IC 16-41-9-1.6). As such, districts/schools are encouraged to work closely with their local health departments.

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

Students and employees will monitor symptoms to recognize the following COVID-19-related symptoms:

- A fever of 100.4 ° 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 or employees will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance that is not otherwise explained until they present a medical release form signed by their doctor.

## **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.

Untested Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three 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);
- 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.

The state website has a list of over 200 testing facilities, their location, and hours of operation. This list is updated frequently.

### **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 no longer has a fever (without the use medicine that reduces fevers);
- Other symptoms have improved (for example, when your cough or shortness of breath has improved);
- At least 10 calendar days have passed since symptoms first appeared; 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 ten calendar days without symptoms and have been released in writing by a healthcare provider.

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

Establish predetermined thresholds for mitigation strategies by following ISDH’s recommendation to work with the local health department in following CDC guidance which can be found here.

### **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 district/school may exclude the student or employee from school attendance.

### **Wearing Personal Protective Equipment (PPE) - Non-students**

Mask-wearing requirements or recommendations in schools should be consistent with state and local guidelines.

Reusable/washable masks will be provided for all faculty and staff.

- According to Governor Holcomb’s Executive Order 20-37:
  1. All faculty and staff are required to wear a mask, if social distancing is not possible.
  2. All visitors will be required to wear a face covering/face shield, if social distancing is not possible.
  3. All non-students may be required to wear additional PPE (i.e. nurse, other health-related, custodial staff, specialized positions, etc.) when directed to do so by the employee's supervisor.
- Additional accommodations may need to be made for staff based on their individual health plan.

### **Wearing Masks and other Personal Protective Equipment (PPE) - Students**

Mask wearing requirements or recommendations in schools should be consistent with state and local guidelines.

- According to Governor Holcomb’s Executive Order 20-37, students are required to wear face coverings/face shields in grades 3-12 when social distancing cannot be observed. Students in grade K-2 are recommended to wear face covering/face shields when social distancing cannot be observed.
- Times when face coverings/face shields will be required for students
  1. While riding on school transportation, all students in grades K-12.
  2. During transition between classes. Grades 3-12 required; Grades K-2 recommended
  3. When entering and leaving the school building. Grades 3-12 required; Grades K-2 recommended.

4. Working in groups. Grades 3-12 required; Grades K-2 recommended.
4. Students will be required to wear a face covering/face shield while in the lunch line, if social distancing is not possible.
5. Any other time when social distancing cannot be observed.

- Students who ride a MSD of Shakamak bus will be issued an assigned seat and all students (Grades K-12) are required to wear a face covering/face shield.
- Playgrounds will be utilized with routine cleaning. Face coverings/face shields will not be required during recess as long as social distancing is observed.
- Additional accommodations will be made for students based on their individual health plan.

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

The school building has a nurse's office for daily medication and routine health issues. Any student experiencing COVID-19 symptoms will be provided a mask and monitored until a parent can pick up the student. 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 for any reason, the staff or student must 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 are encouraged to seek medical attention for further evaluation and instructions. Students and staff may return before the 72-hour window has elapsed if they are approved to do so in writing by their healthcare provider.

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

Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's clinic. 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, or nebulizers), 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, MSD of Shakamak will contact the local health department immediately. MSD of Shakamak will also notify the Indiana Department of Education per state guidance. Unless extenuating

circumstances exist, Shakamak Schools will work with the Greene County Health Department 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. It is the responsibility of the local health department to 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 local health department. If a closure is determined necessary, MSD of Shakamak will consult with the local health department to determine the status of school activities including extracurricular activities, co-curricular activities, and before and after-school programs.

As soon as the district 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**

Immunization requirements remain. Assistance through local health departments and health systems will be provided.

### **Preventative Measures**

The priority for preventing the spread of disease in the school setting is to insist that sick employees and students stay home. Students and staff must do self-check temperature assessments prior to coming to school. 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.

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.

These key times for handwashing may include a modified class pattern to maintain the best opportunities possible while maintaining distancing between students and include:

- Each hour of the school day
- During Breakfast and Lunch
- After recess and when using the restroom
- After blowing nose, coughing, or sneezing
- After using shared equipment

## **Social Distancing in the School Environment**

The following are measures that MSD of Shakamak will take to increase social distancing while still maintaining a level of in-person classroom instruction. These protocols may evolve as they are implemented, and more information is obtained about COVID-19.

### **Social Distancing**

Social distancing will not be possible at all times while at school. The following areas will be modified to help assist in reducing contact but six-foot social distancing barriers are not possible at all times in a school setting.

- School bus seats will be assigned for all routes. Students must remain in their seat and not move from seat to seat. Routes have been reviewed to help reduce transfers and number of occupants. Many bus routes cannot be reduced any further. If you feel you must transport your student each day we understand. Use CDC and local health department guidance on wearing masks.
- Pick up and drop off lines- Parents should expect longer wait times as an increased number of parents may utilize the pick-up and drop off option for their child. To help with the flow of traffic, and social distance among family groups, we are asking all parents to remain in their cars this year. Parents should not drive away until their student is allowed entry into the school building.
- All buildings will be entered through the main school entrance. .
- Breakfast items will include some prepackaged grab and go items allowing students to quickly eat and return to the classroom reducing cafeteria attendance at one time.
- The number of lunch times in a day may increase. This will allow for fewer students per lunch. Students will be spaced apart for lunch.
- Recess will be modified to a grade level at a time. Balls and other student used items will be sanitized by a teacher prior to passing them out and sanitized again when collected at the end of recess. A school faculty or staff member will spray all climbing or hand touched playground equipment with a CDC and health board approved cleaning solution.

- All students will wash their hands when entering the building from recess.
- Student seats will be spaced as far apart as possible and all students will face one direction.
- Handwashing breaks or hand sanitizer will be available for students a minimum of once per hour.
- Students will be allowed to carry a clear water bottle to class. Water fountains will be cleaned frequently and will provide access to fill water bottles.
- Students and staff will be encouraged to socially distance whenever possible and maximize distance between themselves in situations less than six feet.

If social distancing is a large concern please contact your building principal for the possible option of virtual learning for the 2020-2021 school year.

## **MSD of Shakamak** **Educational Instruction Plan**

Daily classroom instruction provided with daily bus service offered. Breakfast and lunch will be provided following the MSD of Shakamak guidelines above. Daily recess will take place for elementary students. State and local health guidelines will be followed. Sports seasons will take place as scheduled for all student athletes attending school. Additional services will be provided for students who incur absences during the 2020-21 school year due to COVID-19 related issues. Communication through your building offices during extended absences will ensure measures are taken to ensure academic needs are met.

Distance learning or remote online learning opportunities are available for any student who has social distancing or health concerns. Please contact your school building office for details. Please note as stated above, this is true distance learning and not elearning. The rigor and course load will be the same as those attending school each day.

### **Course sizes, structure, and classrooms to decrease infection:**

- Communal use spaces such as dining areas and playgrounds will have grade levels staggered and areas will be disinfected in between use.
- P.E., choir, band, and other large classes may be moved on your child's schedule to accommodate smaller classes and other precautions.
- COVID-19 has required we reorganize assemblies, field trips, registrations, orientations, round-ups, and other large gatherings. We appreciate your understanding.
- Alternate recess will be provided to minimize the number of students on the playground, encourage social distancing, and allow time to disinfect equipment between uses.

- Every effort has been made to increase space between students during in-person instruction.
- We will face desks in the same direction when possible.
- We may move classes outdoors when possible.
- Students will be required to remain seated in assigned seats.
- Some high school courses may include broadcasting in-class instruction to multiple locations to allow students to spread out and/or learn from home.
- We will limit classroom visitors.
- Every effort will be taken to ensure adequate supplies are available to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc. will be 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.
- Some soft hard to clean items have been removed from the classrooms. Classes will also avoid or minimize the sharing of electronic devices, toys, books, art supplies, and other games or learning aids when possible.
- There will be no use of attendance awards or perfect attendance incentives for students. We want to work collaboratively with parents and students in an effort to reduce spread of colds and virus-related symptoms that may be symptoms of COVID-19. If your child is sick, please keep them home and notify the school of the absence. A doctor's note will not be necessary for each absence but may be requested if symptoms are COVID-19 related to return.

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

Parents, every effort should be made to reduce the amount of materials, supplies, and personal belongings going to and from school. The school will take the same efforts in consideration to reduce student exposure to high-touch, shared resources at school. We will require students take their devices home daily.

### **Nutrition Service Procedures to Minimize Exposure:**

Cafeteria use is typically used. Meals may be served in classrooms or in alternative areas in an effort to reduce cafeteria capacity if necessary.

Prior to any meal service, all children should utilize hand washing or sanitizing to ensure safe eating practices. Opportunities to sanitize hands or wash hands before both breakfast and lunch will be provided to students.

If your student brings their lunch please send bagged or boxed meals with all necessary utensils, condiments, napkins, etc.

We will take the following precautions:

- No self-serve food line items.
- Disposable napkins and silverware will be provided.
- We have installed controls such as sneeze guards in cafeteria serving lines and provided face masks for all cafeteria workers.
- We will serve medically fragile students separately from other students. Please call your principal if your child needs an accommodated meal or meal time.
- We will promote social distancing while waiting in line.
- Food-sharing is prohibited.
- Online deposits will be taken and office drop box for cash is available. We will limit cash transactions during the waiting line. Staff handling cash will not also handle food.
- Hand sanitizer will be available upon entry to the cafeteria and at each line.
- PPE will be provided to all food service staff, including both staff preparing and serving food.

## **Extra-Curricular and Co-Curricular Re-entry**

**Summer 2020**

**Athletic Participation Guidelines**

**Phase I and II**

**GENERAL GUIDELINES FOR ALL SPORTS**

1. All summer activity is completely VOLUNTARY. Any student-athlete, or parent of a student-athlete, who does not feel that it is in their best interest to participate is free to exclude themselves from any and all workouts, practices, etc. Voluntary participation will serve as assumption of risk and agreement that the school will not be held responsible for any illnesses that may occur. **All students who participate in ANY activity MUST complete and sign the COVID-19 Waiver Form PRIOR TO any involvement.**
2. Any coach or student-athlete experiencing any symptoms related to COVID-19 will not be allowed to return to participation until he/she is completely symptom free for 72 hours without medication, or can show proof of a negative COVID-19 test, or a medical release from a medical provider. We are consulting CDC guidelines and are aware that these are changing as this virus evolves and will continue to monitor and update as needed.

3. 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 physical, but must provide the **2020-21 IHSAA Health History Questionnaire and Consent & Release**. (8<sup>th</sup> grade physicals from 2019-20 will be accepted as long as the physical has been completed on the official IHSAA form.)
4. All athletes and parents will be required to sign the **Shakamak COVID-19 Waiver Form** stating that they will self-monitor the athlete's health each day prior to sending the athlete to the school for workouts. This self-monitoring will include checking for fever and any symptoms of illness. If the athlete has a fever higher than 100.4 or is experiencing any symptoms of illness, the parent agrees that the athlete will not attend workouts that day and will not return until they have met the requirements of #2 above.
5. Any student-athlete noticing a rash needs to report it immediately to their coach and seek medical attention either from the athletic trainer and/or physician before returning to practice/play.
6. According to IDOE guidelines, between July 6 and July 19, student-athletes are limited to 15 total hours per week on campus including conditioning and sport-specific activities. The athletic director will work with the coaching staff to make sure all sports have equity in scheduling.
7. Between July 6 and July 19, no sport may have more than two activity days per calendar week and those activities may not occur on consecutive days. Contact sports may have NO CONTACT activities during phase 1 (Basketball).
8. The use of locker rooms will be strictly prohibited. Student-athletes should come dressed in the necessary attire for their practice or workout, and take all clothing items and personal equipment home with them to be washed before returning.
9. Bathroom usage will be restricted to specific locations on each school's campus and they will be thoroughly cleaned each day that usage occurs.-
10. Each student-athlete shall bring their own water bottle and towel, clearly marked with their name, for use. Bottles may be refilled at designated fountains on campus that will be cleaned daily.
11. Coaches will be responsible for sanitizing any/all equipment used during a given practice or workout, especially equipment that is shared such as soccer balls, volleyballs, basketballs, handheld pads, etc.

12. Coaches will be responsible for the cleaning of any facility that requires it before and after a practice or workout occurs (i.e. weight room, gym floor, etc.).
13. Shakamak School will not be hosting or traveling to the campus of any other school for the purpose of scrimmages, practices, or contests during July.
14. All facility usage, both indoor and outdoor, must be approved and scheduled in advance with school administration.
15. Only essential student athletes, student participants, coaches, medical staff, related supervisors, directors, and security should be in attendance.

## **SPORT SPECIFIC GUIDELINES**

### **CROSS COUNTRY**

#### **All Phases: July 6th - Start of Season**

- Practice times determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical** or **IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times.
- All practices and workouts shall be completed outside. In the event of inclement weather, practices and workouts may be conducted in the gym as long as proper social distancing and all other general guidelines for indoor activity are met. There will be no running or physical activity in the classroom hallways.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice.

### **GOLF**

#### **All Phases: July 6th - Start of Season**

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical** or **IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes will adhere to all CDC guidelines for golf courses including social distancing practices, the use of one's own golf balls and equipment, and not touching pin flags.
- All practices and workouts shall be completed outside.

- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

## VOLLEYBALL

### Phase 1: July 6th - July 18th

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times.
- No scrimmaging or game play. Drills should be conducted individually or in smaller groups.
- Breaks from drills or practice will be taken frequently, and shared equipment or volleyballs will be sanitized. Student-athletes should wash/sanitize hands and arms at each break.
- Emphasis will be placed on physical conditioning as well as individual skill development.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

### Phase 2: July 20th - Start of Season

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other when not engaged in drills and gameplay.
- Scrimmaging and game play will be allowed, but emphasis should be placed on stopping gameplay and disinfecting volleyballs that have been touched by multiple student-athletes as often as possible. Student-athletes should also take measures to wash/sanitize hands and arms at those times.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

## BASKETBALL

### Phase 1: July 6th - July 18th

- Practice times to be determined by the Athletic Director.

- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times.
- No scrimmaging or game play. Drills should be conducted individually or in smaller groups.
- Breaks from drills or practice will be taken frequently, and shared equipment or basketballs will be sanitized. Student-athletes should wash/sanitize hands at each break.
- Emphasis will be placed on physical conditioning as well as individual skill development.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

### **Phase 2: July 20th - July 31st**

- Practice times to be determined by Athletic Director
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other when not engaged in drills and gameplay.
- Scrimmaging and game play will be allowed, but emphasis should be placed on stopping gameplay and disinfecting basketballs and equipment that have been touched by multiple student-athletes as often as possible. Athletes should also take measures to wash/sanitize hands at those times.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

## **BASEBALL/SOFTBALL**

### **Phase 1: July 6th - July 18th**

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times.
- Emphasis will be placed on physical conditioning as well as individual skill development.
- No scrimmaging or game play. Drills should be conducted individually or in smaller groups.

- All practices and workouts shall be completed outside. In the event of inclement weather, practices and workouts may be conducted in a gym as long as proper social distancing and all other general guidelines for indoor activity are met.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

### **Phase 2: July 20th - July 31st**

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other when not engaged in drills and gameplay.
- Scrimmaging and game play will be allowed, but emphasis should be placed on stopping gameplay and disinfecting baseballs/softballs that have been touched by multiple student-athletes as often as possible. Student-athletes should also take measures to wash/sanitize hands at those times.
- All practices and workouts shall be completed outside.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

## **TRACK & FIELD**

### **Phase 1: July 6th - July 18th**

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times.
- Student-athletes shall not share equipment (i.e. shot puts or discs) and may not use landing pads (i.e. high jump and pole vault)
- Emphasis will be placed on physical conditioning as well as individual skills.
- All practices and workouts shall be completed outside.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

### **Phase 2: July 20th - July 31st**

- Practice times to be determined by the Athletic Director.

- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times.
- Any shared equipment or padding used must be sanitized after each use. Student-athletes should also take measures to wash hands, arms, and any other body part that came in contact with equipment or padding at this time.
- All practices and workouts shall be completed outside. Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.
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## CHEERLEADING

### Phase 1: July 6th - July 18th

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times.
- Emphasis will be placed on physical conditioning as well as individual skill.
- No builds or stunting that requires physical touching and no sharing of equipment.
- Practices and workouts may be conducted inside or outside. In the event of inclement weather, practices and workouts may be conducted in a gym as long as proper social distancing and all other general guidelines for indoor activity are met.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.

### Phase 2: July 20th- Start of Season

- Practice times to be determined by the Athletic Director.
- Signed **Shakamak COVID-19 Waiver Forms** and **IHSAA Pre-Participation Physical or IHSAA Health History Update Questionnaire** will be mandatory for all student-athletes prior to participation.
- Coaches and student-athletes shall attempt to maintain a minimum of six feet of separation from each other at all times when not engaged in builds or stunting.
- After builds and stunting, student-athletes should take measures to wash hands, arms, and any other body part that came in contact with another student-athlete.
- Any equipment used will need to be disinfected immediately after its use.
- Coaches and student-athletes are to not engage in any other social activities before or after each practice or workout.
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## Extra-Curricular and Co-Curricular Re-entry Phase III Beginning- August 15

- All State and local guidelines for group limitations must be followed and social distancing is encouraged.
- Any student who prefers to wear a face covering for activities will be allowed, if doing so will not cause a health risk.
- Consideration is given to vulnerable individuals and it is encouraged for those individuals to seek medical guidance regarding his/her individual level of participation.
- **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, but encouraged, to obtain a new IHSAA pre-participation physical.* All returning athletes must provide a 2020-21 IHSAA Health History Update Questionnaire and Consent & Release Certificate prior to participation.**
  - Any person with COVID-19-related symptoms cannot take part in workouts, rehearsals, or practices and should contact his or her primary care provider or other appropriate healthcare professional.
  - The state website has a list of over 200 testing facilities, their location and hours of operation. This list is updated frequently.
  - Coaches must track COVID-19 impacted attendance and report to district/school athletic director.
- Individuals should wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating. If this is not possible, hand sanitizer will be available to individuals as they transfer from place to place.
- Locker rooms or meeting rooms will be at 50 percent capacity when possible.  
*\*If the restriction to 50 percent capacity at competitive events creates a hardship and impacts the hygiene or safety of students, a 50 percent or greater capacity is allowed.*
- Appropriate clothing/shoes should be worn at all times to minimize transmission.
- No sharing of clothing, shoes, towels, or water bottles.
- Contact should be limited to only contact necessary to compete as defined by IHSAA . Modified sportsmanship practices should be observed. (NO Team handshakes)
- If equipment must be shared, including sports balls, weight room facilities, non-wind instruments, etc., this equipment will be cleaned prior to use and immediately following usage by the coach.
- Any equipment such as weight benches, athletic pads, etc. having holes with exposed foam will be covered or discarded.
- Shared hydration stations (water trough, water fountains, water hose, etc.) should not be utilized except for filling individual, labeled water bottles.
- Competition may begin.
- Spectators, media, and vendors can be present but should implement social distancing and follow established mass gathering guidelines.

- Concessions may be sold with prepared, prepackaged food only. Food handlers and cashiers will use appropriate PPE.

## **Special Education Overview**

MSD of Shakamak will continue to collaborate, share information, and review plans with local health officials to help protect the whole school community, including those with special health needs. District and school plans will be designed to work with other community strategies to solve the spread, protect high-risk populations, and the community's healthcare system, and minimize disruption to teaching and learning, while protecting students and staff from social stigma and discrimination.

District and schools should develop a strong communication plan with families to discuss the delivery method of instruction for students with disabilities. An appropriate platform for delivery of special education related services must be identified. Schools and district must ensure that adequate staffing is available to meet the needs of our students with IEP's within the district.

### **Case conferences**

#### **Annual Case Reviews**

At this time, there has been no waiver of the requirements to convene the case conference committee (CCC) annually to conduct the annual case review (ACR) consistent with the requirements of 511 IAC 7-42-5(a)(2). Districts and schools must conduct the ACR within the one-year timeline, regardless of school closure status.

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

As schools and districts plan to reopen buildings to provide in person instruction, CCC meetings with parents should be scheduled to review the provision of services and the educational progress of each student. Discussion should determine whether or not there is a need to adjust the frequency of duration of services.

Educational needs to be measured by considering:

- Whether the student participated in continuous learning opportunities provided by the school and district during the COVID-19 school building closure;
- Parent observations of the student's learning during the continuous learning opportunities provided by the school or district;

- Teacher observations of the student’s learning in the continuous learning opportunities provided by the school district;
- Whether there were services identified in student’s IEP prior to the school closures that the school or district was unable to provide during the building closure due to restrictions on in person services;
- 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 the building closure and reentry;
- Whether the student experienced any regression during the period of school building closure.

### **Future Services/Compensatory Services**

The United States Department of Education (USED) has advised “[A]n IEP Team and, as appropriate to an individual student with disability, the personnel responsible for ensuring Free and Public Education (FAPE) to a student would be required to make an individualized determination as to whether compensatory services are needed under applicable standards and requirements in “QA-1 Questions and Answers on Providing Services to Children with Disabilities During the Coronavirus Disease 2019 Outbreak (USED March 12, 2020)

This does not mean schools must immediately offer compensatory services to all students with IEPs; rather requires the CCC to lead a discussion of the educational needs of the student, including the potential loss of skills. Based on these individual needs, the CCC may consider the appropriateness of collecting data for an agreed-upon time following the student’s return to school and subsequently reconvening to discuss the need for future services at that time.

It is important that school staff are documenting with specificity the special education and related services being provided to students with disabilities while monitoring and tracking individual student progress. This information will be necessary to inform the CCC in making a determination as to what future services or compensatory services are necessary to ensure the provision of a Free and Appropriate Education.

### **Transition IEP’s**

Transition assessments need to be updated annually, even during the COVID-19 pandemic. When updating transition assessments, teachers of record (TORs) may conduct assessments virtually or in person. Assessments may be administered prior to or during the CCC meeting. In all cases, assessment information needs to be documented within the summary of findings utilizing the SPIN method – Strengths, Preferences, Interests, and Needs. Ways to

provide transition assessments virtually are available as a part of the e-learning resources for Secondary Transition document.

Transition services still need to be created so the school is the primary service provider. It is recommended that the narrative include in person and remote ways to accomplish objectives and goals to come to accommodate for the fluidity of the COVID-19 situation.

### **CCC Meeting Method Options**

CCC meetings may be conducted virtually by school buildings that are closed. As school buildings reopen, CCC meetings may be conducted in person or through virtual means.

### **EdPlan Connect**

In light of the COVID-19 pandemic the Indiana IEP vendor, Public Consulting Group (PCG), has made EdPlan Connect available to IDOE to help facilitate IEP meetings. With EdPlan Connect, parents/guardians have a centralized, secure place to:

- Access student records online and in their native language;
- Sign documents electronically and save time;
- View historical documents and student's records; and
- Stay up-to-date with student progress.

### **Evaluations**

Requirements for evaluations remain unchanged. Please refer to the Revised Evaluation Timeline memo for detailed evaluation information. Evaluations may be conducted virtually if the school psychologist has been appropriately trained in conducting virtual assessments and has access to the digital assessments. Additionally, the National Association for School Psychologist (NASP) has combined resources to support virtual evaluations. This link will take you to the NASP resources related evaluations.

### **Medically Fragile Students**

Medically fragile students are at high risk of severe medical complications if exposed to COVID-19, and therefore may be unable to attend school. Medically fragile students unable to attend school will need to be provided with educational services remotely. The determination of the services to be provided must be made by the CCC based upon the individual student's medical and educational needs. Special education related services determined by the CCC could be provided online or in a virtual instructional format, through instructional telephone calls, or through other curriculum based instructional activities (511 IAC 7-42-10). If the services are to be delivered through online a virtual instruction, technological competency and the need for

additional assistance technology must be considered. The CCC must convene at least every 60 instructional days to review the IEP for every student unable to attend school in person (511 IAC 7-42-11).

## **Homebound Services**

Districts and schools must provide special education related services to a student with a disability who is absent for an extended period of time. QA-2 and Questions and Answers on Providing Services to Children with Disabilities During a COVID-19 Outbreak (Used March, 2020) states:

“It has long been the Department’s position that want a child with a disability is classified as needing homebound instruction because of medical problem, as ordered by physician, and his home for an extended period of time (generally more than 10 consecutive school days) an individualized education program (IEP) meeting is necessary to change the child’s placement and the contents of the child’s IEP, if warranted. Further, if the IEP goals will remain the same and only the time in special education will change, then the IEP Team may add an amendment to the IEP stating specifically the amount of time to be spent in special education. If a child with a disability is absent for an extended period of time because of a COVID-19 infection and the school remains open, then the IEP team must determine whether the child is available for instruction and could benefit from homebound services such as online or virtual instruction, instructional telephone calls, and other and curriculum based instructional activities, to the extent available. In doing so, school personnel should follow appropriate health guidelines to assess and address the risk of transmission in the provision of such services. The Department understands that there may be exceptional circumstances that could affect how a particular service is provided.

The child does not receive services after extended period time, a school must make an individualized determination whether and to what extent compensatory services may be needed, consistent with applicable requirements, including to make up for any skills that may have been “lost”.

If the school has been provided the statement from the student’s physician that the student will be unable to attend school for 20 or more instructional days, Article 7 requires the school provide instruction to the student during the time the student is unable to attend school (511 IAC 7-42-12). For students with disabilities (511 IAC 7-42-11) requires the CCC to determine the appropriate educational services to be provided.

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

Once school buildings re-open, a student with a disability may be quarantined at home for an extended period of time due to the family member's infection. A school or district would 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 their placement until the CCC determines the 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).

### **Homebound Timelines**

Schools and districts must ensure the CCC reconvenes at least every 60 instructional days (this instructional the account includes remote only days used pursuant to the LEA's Continuous Learning Plan) when a student is receiving services in the homebound setting. 511 IAC 7-42-5(a)(7). Changes to the IEP related to a safer service delivery method during school closures and re-entry may be considered by the CCC at these 60 days reconvenes. 511 IAC 7-42-11.

### **Special Transportation**

If districts and schools are providing in person services and a student requires transportation, then the IEP should reflect the service. Collaboration with transportation vendors to implement a busing plan that meets social distancing recommendations are imperative (including pick up, in transit, and drop off). It is also important to review cleaning and disinfection protocols

### **Therapy**

FAPE requires taking into account the needs of individual students. Therefore, at a minimum, school reentry planning for providing IEP required therapies in accordance with the CDC community level guidance for schools must address:

- Student specific medical and special transportation needs for transitioning back to school setting such as classrooms, playgrounds, and the programs for therapy services;
- Unique operating conditions, including: intensified cleaning and disinfecting of equipment and services between therapy sessions; class and therapy group size reductions, staggered (alternative days/rotation) scheduling and/or space seating to

facilitate physical distant distancing, restricted sharing of equipment/learning aids, and possible shifts to nontraditional class settings to improve ventilation;

- Instruction about and observance of frequent hand washing and face covering recommendations;
- Remote therapy needs, including assistive technology, as necessary, for special student populations who cannot yet safely return to congregate setting;
- Contingency planning to continue services if COVID-19 transmission requires intermittent or extended school buildings closures; and
- Individual students' skills regression or lack of progress in communication well with parents/families about IEP therapy service changes or additions to address regression; and
- Anticipated backlogs in evaluation and possible need to prioritize new referrals before re-evaluation
- Adequate staffing to meet all students' therapy needs, including: age and underlying medical conditions that may preclude qualified personnel from delivering services in the physical proximity of students and other staff; technology training and access for therapists to serve medically fragile students, such as those who are ventilator dependent and have tracheostomies; (See Used and IDOE COVID-19 web resources on expanded options and Indiana Medicaid coverage for IEP therapy services; and flexible and adaptive scheduling to maximize therapy service provisions despite personnel shortages, staff illness/isolation, and limited access to students.
- The district requirement to provide equitable services to parentally placed students with disabilities attending re-opened non-public school buildings within the district boundaries.

## **Student Transportation Considerations**

The school bus is often the student's first contact with the school in the morning and the last point of contact in the afternoon. We are paying particular attention to protocols used in student transportation to minimize the spread of COVID-19 and protect both students and employees.

The following are protocols MSD of Shakamak has put in place during the COVID-19 pandemic. These precautions are not required by law but are taken as an additional precautionary measure in an effort to protect both students and staff.

Preparation, cleaning and inspection of all buses and transport vehicles for cleanliness and safety has taken place this summer. The following are additional considerations taking place during the 2020-2021 school year.

- All bus seats and student areas will be cleaned using a CDC and local health agency approved cleaning solution before and after each route, both morning and afternoon.
- COVID-19 prevention strategies, such as appropriate use of cloth face coverings or personal protective equipment (PPE), and follow the prevention strategies.
- Drivers are required to wear masks or face shields during the route and while cleaning the bus.
- Students are required to wear school appropriate masks during all bus rides.
- Students will be assigned a specific seat and must remain in that seat throughout the route.
- Wait 24 hours before cleaning and disinfecting a bus/transportation vehicle that transported a passenger or had a driver who tests positive for COVID-19 or exhibited symptoms of COVID-19. If 24 hours is not feasible, wait as long as possible. Affected buses can be used immediately after cleaning and disinfection.
- Bus routes have been modified to allow for less student exchange points and fewer riders where possible.

### **Modifications for School and Extracurricular Transportation Situations**

- Custodial-arranged, reimbursable transportation for McKinney-Vento, foster, and medically fragile students is possible for those able to transport McKinney-Vento out of district homeless, foster, or medically placed students.
- Drivers and maintenance/cleaning staff are properly trained. (Eight hours of annual training required.)
- Contact your school if you feel a student or the driver exhibits symptoms of COVID-19.
- Students displaying symptoms of COVID-19 must be picked up from school. They will not be allowed to ride the bus home.
- Avoiding touching surfaces often touched by passengers.
- All activity buses will be cleaned after their route before sports teams or academic teams travel.

## **Health Department Mitigation Strategy Recommendations**

MSD of Shakamak is working with the Health Departments 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 will develop serious illness, especially those children at risk because of underlying health issues. We encourage families with children who have underlying health issues to discuss your child's attendance in our classrooms with your personal health care provider. You can also consult with our local health

officer to determine whether continued remote learning is the appropriate plan until adequate immunization can occur.

MSD of Shakamak is prepared to respond to COVID-19 cases if and when they occur in our facilities. Through our action plan and working with our local health officials. It is our mission to provide your child with the best educational opportunities possible in any circumstance. This will require each school to develop a mandatory reporting system for all teachers, administrators, staff and students (parents/guardians) to report any documented positive cases of COVID-19 in their school. Please help us by contacting your school and our local health department in the event you or a family member has tested positive in your home.

Any student, teacher, administrator or staff who is symptomatic for infection should stay home and consult their primary care provider or seek testing.

If an individual in one's home has COVID-19 or is quarantined because of COVID-19, those in the household should also stay home for a minimum of two weeks. Return to school after documented infection with COVID-19 should be provided by the individual's health care provider.

You will note that in the event of a documented positive case, the school building may be closed for two-five days so the local health department or the Indiana State Department of Health can engage with our team to recommend further testing, cleaning etc. In the event our school is closed for a period of time there will be no use of facilities by any group and no athletic activities will take place.

Recommendations about prolonged closure will depend on the community level of disease and the current burden of infection impacting our hospital systems. This decision will be made by the administration and the Health Department.

## **Additional Considerations**

The MSD of Shakamak 2020-2021 school year calendar is currently following the previously approved schedule. In the event a change must be made all parents will receive notification of the updated calendar dates and the dates will be taken to the board in a public-school board session.

We will make every effort to ensure communication is enhanced through this period of rapidly changing information. Please update your Harmony information with the most current information.

We have hired additional custodial staff to meet the increased cleaning requirements. Our teachers are assisting in the cleaning of hard surface tables, bus drivers will be cleaning seats and student areas, faculty and staff will clean all playground equipment between use, and cafeteria and common areas have been modified or staggered to accommodate lower capacity limits. Please encourage your child to bring only necessary items to school, come to practices dressed to reduce locker room use, and help them promote self-distancing practices. Working together we look forward to working with your student during the 2020-2021 school year.