

# Stay the Course

## Timber Lake School District 20-3



The **Stay the Course Plan** is subject to change based on updated South Dakota Department of Health guidance, Centers for Disease Control (CDC) guidance and COVID-19 trends within our school district and the communities we serve.

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Our District will seek input on whether to revise our plan at minimum of every 6 months.

- December 2022 (in conjunction with December Child Count)
- June 2023 (in conjunction with Year-End Sign-off)

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**Stay the Course Plan**

**Timber Lake School District 20-3**

***Timber Lake School District will continually update guidelines from national, state,  
and local health officials.***

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**Assumption of Risk**

The Timber Lake School District acknowledges that there is no way to guarantee a totally safe environment from an infectious disease but implementing best practices and following deliberate procedures has proven to significantly reduce the risk and the spread of the coronavirus infection.

**COVID-19 Vaccination Opportunities**

Timber Lake School will continue to work collaboratively with CRST Field Health and Mobridge Regional in providing vaccination opportunities to both students and staff. Timber Lake School recommends students and staff to take the vaccination. Please contact the main office if you are interested in a future vaccination.

### **Instructional Plans and Schedules**

South Dakota School Districts are required to have plans in place to ensure continuity of educational services should the state's COVID-19 metrics change significantly, requiring additional restrictions to control the spread of the disease. These plans will be the foundation for a successful and agile academic school year.

Depending on circumstances in Timber Lake School District at the time, we need to be prepared to implement a Distance Learning plan that meets the needs of our families. Timber Lake School will continue to utilize S.D. DOH, S.D. DOE, and our local health providers for updated guidance and recommendations.

### **Student Learning: Instructional Plans**

#### **ELEMENTARY, MIDDLE, AND HIGH SCHOOL INSTRUCTIONAL PLANS**

***Phase 1: Back to Normal:*** In this phase in-person instruction would take place on campus with modifications to programs and spaces as required to ensure social distancing, when possible, enhanced cleaning practices, improved personal hygiene practices, and a variety of other changes to address recommended health and safety standards.

- Students will have access to Google Classroom which is the District's Learning Management System (LMS). All learning apps, links and district curriculum materials will be housed in this common location.
- Online instruction utilizing this platform will begin with students immediately so they are capable of logging into Google Classroom and accessing the learning tools and programs they will need should school transition to the Distance Learning format. This online instruction will occur in all educational settings. Parent support regarding the LMS will also be provided.
- Activities within the school day may be modified (e.g. recess, lunch, elective courses, arrival, and dismissal).
- Direct instruction on CDC guidelines such as hand hygiene and respiratory etiquette and universal correct wearing of masks will be provided and modeled by all staff.

***Phase 2: Full Time Distance Learning:*** This phase will be implemented when there are cases or widespread exposure among TLSD students/staff.

- Instruction will be provided on-line through our District's Learning Management System (LMS), Google Classroom.
- A home Distance Learning schedule will be provided for students and teachers to follow.
- Using this model, teachers will be available during regular school day hours to deliver instruction, provide feedback, and monitor progress. Monday through Thursday will be instructional days with Friday being utilized for teacher planning/preparation, staff meetings, and additional student support.
- Quality completion of work assigned will be required for final grades and course credit.

**\*\*High School students taking Dual Credit or eLearning courses will continue to follow the same schedules and timelines as their perspective post-secondary institutions.**

**Virtual School will not be offered.**

## **TITLE AND ELL (ENGLISH LANGUAGE LEARNERS)**

All students who are eligible for Title and/or ELL services will continue to receive their services in Phases I & II.

## **SPECIAL EDUCATION INSTRUCTIONAL PLAN**

### **Phase 1: Back to Normal**

- Online instruction utilizing the district's LMS will be implemented immediately so students are capable of logging into Google Classroom and accessing the learning tools and programs they will need should school transition to a virtual delivery format. This online instruction will occur in both the resource room and general education settings.

### **Phase 2: Distance Learning**

- Special education staff, related service providers and general education teachers will continue to provide services, accommodations, and modifications as required by each IEP.
- During Distance Learning, members of the IEP team will:
  - Ensure compliance with IDEA.
  - Provide access, accommodations, and services virtually/remotely.
  - Focus on equity for our most vulnerable students.
  - Maintain connections between school staff, students, and families.
  - Provide a sense of structure, routine, and predictability.

## **IEP Team Meetings**

- In circumstances where an IEP team meeting may need to be convened during a school closure or when IEP teams are not able to meet in person due to health and safety considerations, IEP team meetings will be conducted telephonically or virtually.

## **Attendance**

- The most significant shift in looking at attendance this year is that every family member and staff member needs to make sure that **IF YOU ARE SICK, PLEASE STAY HOME!**
- Any student or staff member presenting COVID-19 symptoms should stay home until their symptoms are no longer present. If you suspect you may have COVID-19, please contact your health care provider to determine your next steps.
- Any absence for *three or less consecutive days* does not require a doctor note and will be excused by parent phone call to the school with a general note of the symptoms the student is having.
- The district will track attendance and revert to our school board policy.

**Social, Emotional, and Mental Health Needs of Students and Staff:** The Timber Lake School District will continue to partner with local and regional service providers to provide extended counseling opportunities for students and staff. Our district has two full-time counselors to provide ongoing social, emotional, and mental health support for students.

## **EXTRACURRICULAR ACTIVITIES**

To support the whole child and develop a student's passions and interests, the Timber Lake School District will maintain extracurricular activities to the greatest extent possible.

- Grades 5<sup>th</sup> -12<sup>th</sup> must follow the SDHSAA Protocol for Confirmed COVID-19 Infections and the SDHSAA COVID-19 Return to Play Form which is on the SDHSAA website.
- 5<sup>th</sup> graders and below must be accompanied and sit by an adult at events.

### **STUDENT AND STAFF HEALTH AND SAFETY**

This Health and Safety section is extensive but not exhaustive. National, state and local guidance should always be consulted for the most up-to-date requirements and recommendations.

### **SOCIAL DISTANCING AND MINIMIZING EXPOSURE**

- The district has face coverings available for those wishing to use them.
- The district may limit mixing between cohort groups as much as possible (e.g., during recess, lunch in the cafeteria, arrival, and dismissal, etc.).
- Nonessential visitors and activities involving external groups or organizations may be limited.

### **CLEANING AND HYGIENE**

- Hand sanitizer (with at least 60% alcohol) will be provided throughout the building.
- Adequate supplies will be available to support healthy hygiene behaviors (e.g., soap, hand sanitizer (with at least 60% alcohol) for safe use by staff and older children, paper towels, and tissues).
- Systematically and frequently check and refill hand sanitizers.
- Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol by staff and older children.
- Reinforce handwashing during key times such as: before, during and after preparing food; before eating food; after using the toilet; after blowing your nose, coughing or sneezing; after touching objects with bare hands which have been handled by other individuals.
- Incorporate frequent handwashing and sanitation breaks into classroom activity when needed.
- Allow time between activities for proper cleaning and disinfection of high-touch surfaces when needed.
- Establish a schedule for and perform ongoing and routine environmental cleaning and disinfection of high-touch areas with an EPA approved disinfectant [for SARS-CoV-2](#) (the virus that causes COVID-19), and increasing frequency of disinfection during high-density times and disinfect all shared objects between use.

### **MONITORING FOR SYMPTOMS**

Timber Lake School District is not requiring daily health screenings but encouraging parents/guardians to continue regular independent screenings for symptoms. Staff and students will self-monitor for symptoms such as fever, cough or shortness of breath. If a student or staff member develops symptoms, while at school, a school administrator must be notified.

### **HANDLING SUSPECTED, PRESUMPTIVE, OR CONFIRMED POSITIVE CASES OF COVID-19**

The absolute most critical component of our Covid Response Plan is the **Cooperative Partnership** with parents/guardians, staff, and students, where individuals commit to: 1.) Stay

home if sick. 2.) Practice good hygiene, (Hand Washing / Sanitizing) 3.) Practice Social Distancing where possible. 4.) Timber Lake School recommends students and staff to take the vaccination. Together, we can promote Timber Lake School District's health!

- Diagnostic Testing: Parent/guardian is responsible to take their child to a local clinic to be tested.
- Screening: Quidel QuickVue Covid-19 over-the-counter home test kits are available, Timber Lake School District will provide them to families that are monitoring students who are in quarantine.

### **Close Contact Policy for Students and Staff**

Students and Staff are recommended to follow South Dakota Department of Health recommendations.

1. As of February 28, 2022, the CDC no longer recommends universal case investigation and contact tracing for COVID-19.
2. South Dakota Department of Health (SD DOH) will no longer be collecting contact tracing workbooks effective April 1, 2022.
3. SD DOH will continue using electronic notification for positive cases via text and email. Positive cases will be asked to notify their own close contacts of potential exposure, per CDC guidance.

### **Isolation Policy**

Students and Staff are recommended to follow South Dakota Department of Health recommendations.

### **OPERATIONS: CLASSROOM SAFETY**

- Seating/desks will be arranged to allow for physical distancing when possible.
- Seating charts will help track virus spread if a student/staff tests positive for COVID-19.
- Keep each child's belongings separated from others.
- Allow students and staff to bring water bottles from home.
- Students will not be allowed to share water bottles.

### **OPERATIONS: SIGNAGE**

- Signage will be posted at the main entrances requesting that people who have been symptomatic with fever and/or cough not enter.
- Signage will be posted at the main entrances and in key areas throughout school buildings and facilities to remind students and staff to wash hands.

### **OPERATIONS: CLEANING, DISINFECTING, AND SANITIZING OF FACILITY**

- A schedule will be established to perform ongoing and routine environmental cleaning and disinfection of high-touch areas with EPA approved disinfectant for SARS-CoV-2 (the virus that causes COVID-19).
- Cleaning process will be monitored to ensure the cleaning/disinfecting schedule is being followed.
- Procedures will be developed to ensure safe and correct use and storage of cleaning and disinfection products, including securely storing and using products away from children, and allowing for adequate ventilation when staff use such products.
- Increase HVAC filter replacement frequency.

## **OPERATIONS: USE OF SCHOOL BUILDINGS OR FACILITIES**

- The use of facilities for non-education related activities may be allowed based on availability and communities current number of active COVID-19 cases.
- Visitors during the school day will be limited and required to make an appointment.

## **FOOD SERVICE**

Nutritious meals at school are not simply conveniences, they are critical safety nets to support physical, mental, social, and emotional health and well-being for students.

- Overall Safety Procedures
  - Employees will follow safe food handling procedures when handling, preparing, or serving food.
  - Cleaning cafeterias and high-touch surfaces throughout the school day
  - Hand sanitizer station set up in service line for student to sanitize before and after meals
- Meal Service Options
  - Salad bar will be re-instituted but, may be adjusted due to the number of active COVID-19 cases in the school and surrounding communities.
  - Meal service options will be continuously monitored to determine where modifications may be needed to support student/staff acceptance, student/staff well-being and promote meal participation.
- Meal Service During School Closure
  - Optional meal service will be provided if school is closed for more than 5 consecutive school days.

## **SCHOOL TRANSPORTATION**

Driver Requirements:

- Normal bus routes
- Increased cleaning of frequently touched surfaces
- Passengers may apply hand sanitizer upon entry on the bus

## **HUMAN RESOURCES: EMPLOYEE LEAVE**

The Timber Lake School District Employee Negotiated Agreement and Policy Manual govern the use of employee leave, in addition to Federal and State labor laws.

## **DOE SUPPORTS FOR DISTRICTS**

**As was done previously, DOE will continue to offer key supports and technical assistance to schools. These supports will include:**

- Webinars for superintendents with updates on department activities, ARP ESSER issues, and COVID-related themes.
- Webinars for business managers to include federal and state fiscal topics.
- Technical assistance provided for school leaders and board members on educational programs, construction, and financial management.
- Opportunities to engage with DOE staff on specific ARP ESSER issues and DOH staff on COVID-19-related topics on as-needed basis.
- Continued support from program staff throughout the DOE available to address specific needs a district may have.



