

DRAFT

July 13, 2020

At this time, based on the guidance listed at the end of this document, and the current COVID-19 activity level, the Mineral Point Unified School District Administrative Team is recommending to the School Board to begin the 2020-21 school year using the Hybrid Model (B), a mix of in-person and virtual learning. This recommendation could change prior to August 24, based on COVID-19 activity levels.



A COMMUNITY CORNERSTONE

True to our mission statement that says the school is the “heart of a small community,” the Mineral Point Unified School District is proud to have served as one of our community’s cornerstone institutions when COVID-19 forced the closure of schools in March 2020. We have provided meals, internet connectivity, educational resources and learning opportunities, and countless other touchpoints of support. Now, as we work toward the 2020-21 school year, we remain equally committed to ensuring that each and every student in our community is afforded an outstanding educational experience.

This plan is a fluid, guiding document that will continue to evolve and change as the situation around us does. The district will communicate additional information as updates are available.

Please reach out to school staff if you have questions or concerns, or need additional resources and assistance.



OUR GUIDING PRINCIPLES

Since March 2020, the COVID-19 situation has continued to evolve and much has changed. It also remains to be seen how the situation will continue to change as we approach the beginning of the school year. Given this, the district Back to School Blueprint is based on a simple principle: FLEXIBILITY. It is also grounded in the following principles:

- » Student and staff safety is at the forefront of our planning.
- » Students will return requiring both strong educational delivery and significant social-emotional-behavior support systems.
- » We will communicate transparently with families and staff as the situation evolves.
- » We will work to reduce barriers and ensure equity and access for all students.



2020-21 SCHOOL START DATE

The first day of school remains Monday, August 24 for Mineral Point students. We will keep families updated as the time nears as to which learning model we will begin the year with, depending on the current state of COVID-19 at the time.



THREE LEARNING MODELS

As a district, we have developed a plan that allows us to have three required delivery options available depending on the status of the COVID-19 situation. Based on the current COVID-19 situation, the district will be prepared to select one of these three options as necessary throughout the year and may move between options as the health situation evolves.



YOU ALWAYS HAVE OPTIONS

We recognize that some students may be unable to attend school in-person due to either preexisting medical conditions or out of personal family choice. We understand these decisions are difficult ones and families must make educational decisions that are best for their families. If families are not comfortable sending their student to school, there will be an option to select a required online learning program for students to continue their education. The district will have an option for students choosing the online learning option to pick up meals at their building grade level and charged to their lunch account.

BACK TO SCHOOL BLUEPRINT LEARNING MODELS



A

All In-Person
Learning

B

Hybrid of In-Person and
Virtual Learning

C

All Virtual
Learning

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ALL IN-PERSON LEARNING

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The power of strong personal relationships is critical to providing an outstanding educational experience to be delivered to students. We know that we will never be able to replicate the educational experience delivered through in-person learning. That is why our first and foremost preference for returning to school is to do so with students and teachers together in classrooms, but only if it is safe to do so. The delivery of instruction and grading for in-person learning will be conducted as it has been in the past, with the addition of many safety and prevention measures in place to provide the safest possible learning experience for students and staff (listed later in this document). Please note social distancing will be implemented when possible, but may be more difficult the more people there are in buildings.

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HYBRID OF IN-PERSON & VIRTUAL

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The district's second learning option is to move into a hybrid learning model in which students attend school in person for some time during the week and participate in online learning on the days they are not in school in person. This would allow for a reduced number of students to be in buildings while providing a combination of onsite and online learning.

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ELEMENTARY

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**Every Day Half-Days for PK and K;
Two Full Days for Grades 1-5 + Virtual When Not in Building**

» To ensure social distancing, we would host half of the available students physically in the building all day. Students would be assigned to cohorts of 10-12 to ensure families can be on similar schedules. For example, if we have siblings in grades 1, 3, and 5, we would schedule them all within Cohort A. This assumes secondary follows similar cohorts.

» 4K students' schedules would be as they were in the past. Kindergarten would follow a similar schedule to 4K, including transportation. Students in grades 1-5 would come to school for two days a week. When not physically in session, instruction would happen virtually.

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	PK: Normal K: Cohort A 1-5: Cohort A/B	PK: Normal K: Cohort A 1-5: Cohort A/B	No students in building - virtual only + PLCs	PK: Normal K: Cohort A 1-5: Cohort C/D	PK: Normal K: Cohort A 1-5: Cohort C/D
Lunch/ Recess	Lunch in classrooms/ Recess led by classroom staff at designated location	Lunch in classrooms/ Recess led by classroom staff at designated location	Lunch in classrooms/ Recess led by classroom staff at designated location	Lunch in classrooms/ Recess led by classroom staff at designated location	Lunch in classrooms/ Recess led by classroom staff at designated location
Afternoon	PK: Normal K: Cohort B 1-5: Cohort A/B	PK: Normal K: Cohort B 1-5: Cohort A/B	No student in building - virtual only	PK: Normal K: Cohort B 1-5: Cohort C/D	PK: Normal K: Cohort B 1-5: Cohort C/D

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 **MIDDLE/HIGH**

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Middle School Bell Schedule	High School Bell Schedule
8:00 - 8:50	8:00 - 8:50
8:55 - 9:45	8:55 - 9:45
9:50 - 10:40	9:50 - 10:40
10:45 - 11:35	10:40 - 11:15 - Lunch
11:35 - 12:10 - Lunch	11:20 - 12:10
12:15 - 1:05	12:15 - 1:05
1:10 - 2:00	1:10 - 2:00
2:05 - 2:55	2:05 - 2:55

- » Students would move in the same group throughout the day (See Group Rotation Example Below).
- » Students would have seven classes.
- » A single grade level at both the MS and HS building level would be brought in in order to maintain social distancing recommendations.
- » Grade levels would be brought in for one day a week.

- » Grade levels would be seen once every week, except for 6th grade which would be twice a week.
- » Group size: No larger than 10 in a room.
- » Elective classes will meet face-to-face with similar group size. (Note: Teachers for elective classes that have multiple grade levels would meet with students on that grade level day, but would not have six of seven class periods filled each day.)
- » Lunch will be in classrooms or in an outside space.
- » Focus of Learning would be on teaching the essentials, project-based learning, and using “flipped” classroom instruction.
- » During non-student days, teachers would use their classrooms to set-up meetings, check-ins, and build resources for students.
- » During days that students are not in the building, students will be expected to participate in virtual learning activities.

Example 1 Week Rotation

High School Grade Level 1 Week Rotation				
Monday	Tuesday	Wednesday	Thursday	Friday
11 th Grade	10 th Grade	No Students In Building	12 th Grade	9 th Grade
Middle School Grade Level 1 Week Rotation				
Monday	Tuesday	Wednesday	Thursday	Friday
8 th Grade	6 th Grade	No Students In Building	7 th Grade	6 th Grade

Sample 7 Period Rotation

<u>Middle School Rotation</u>	Group A	Group B	Group C	Group D	Group E	Group F
8:00 - 8:50	Math	Elective 2	Elective 1	English	Science	History
8:55 - 9:45	Reading	Math	Elective 2	Elective 1	English	Science
9:50 - 10:40	History	Reading	Math	Elective 2	Elective 1	English
10:45 - 11:35	Science	History	Reading	Math	Elective 2	Elective 1
11:35 - 12:10	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
12:15 - 1:05	English	Science	History	Reading	Math	Elective 2
1:10 - 2:00	Elective 1	English	Science	History	Reading	Math
2:05 - 2:55	Elective 2	Elective 1	English	Science	History	Reading

<u>High School Rotation</u>	Group A	Group B	Group C	Group D	Group E	Group F
8:00 - 8:50	Math	Elective 3	Elective 2	Elective 1	English	Science
8:55 - 9:45	History	Math	Elective 3	Elective 2	Elective 1	English
9:50 - 10:40	Science	History	Math	Elective 3	Elective 2	Elective 1
10:40 - 11:15	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
11:20 - 12:10	English	Science	History	Math	Elective 3	Elective 2
12:15 - 1:05	Elective 1	English	Science	History	Math	Elective 3
1:10 - 2:00	Elective 2	Elective 1	English	Science	History	Math
2:05 - 2:55	Elective 3	Elective 2	Elective 1	English	Science	History



ALL VIRTUAL LEARNING

Should the COVID-19 situation force another disruption to in-person learning in the future, the district will move to deliver education to students via an online continuous learning model. If the online continuous learning model is implemented, there will be some noticeable differences from the online learning that occurred in spring 2020:

- » Online continuous learning will now be required
- » Attendance will be taken by teachers
- » Coursework will be graded and credits will be granted. Online learning will consist of both synchronous (live) and asynchronous (on demand) learning.



ELEMENTARY

All grade levels and teachers need to prepare with remote instruction as the default learning environment in case of a community outbreak. Instruction would somewhat resemble what we experienced in the spring with remote instruction.

Changes from the spring would likely include clear guidance district-wide on minimal instructional expectations for all faculty, for example:

- » Daily live check-ins with students via Zoom or Google Meet.
- » Implementation of more place-based/project-based instruction.
- » Regular office hours when faculty would be available to answer questions from students and families via email, phone, or live discussion chat.
- » Clarity, i.e. brief outlines on what assignments and tasks are expected to be completed on a weekly basis.
- » Consistency in utilization of learning management systems (Seesaw PK-2, Google Classroom 3-12).

Some form of instructional guidelines articulated here will be in place whether instruction is blended between online and in-person or exclusively in one setting.



MIDDLE/HIGH

- » Resources posted for instruction. Examples: videos, websites, etc.
- » Regular Zoom meetings for learning, discussions, and help for students.

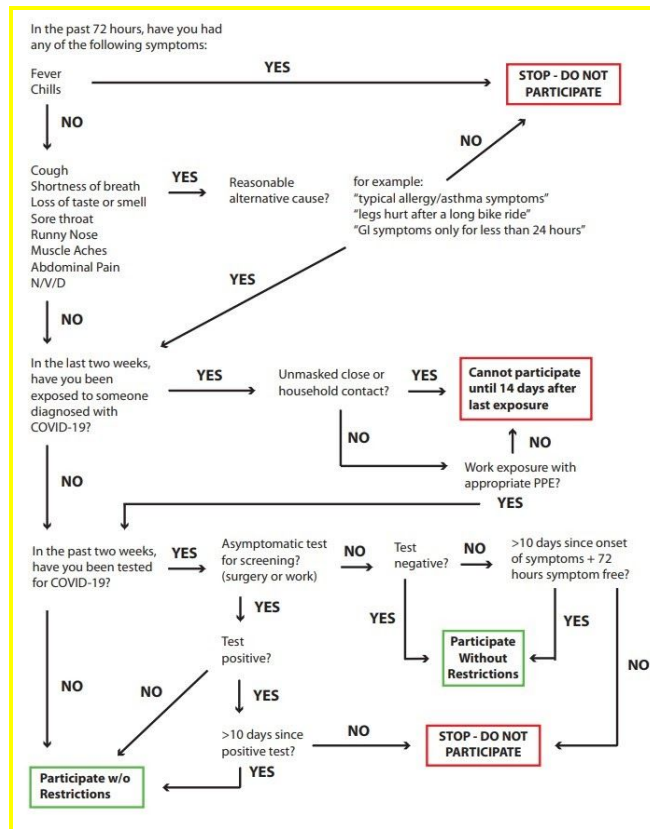
- » Weekly student advisory check-ins.
- » Weekly schedule would be set.
- » Focus would be on project based learning and “flipped” classroom instruction.

 **HEALTH & SAFETY PROTOCOLS**

Health and safety of students is at the forefront of our work, and the District continues to utilize the most up-to-date guidance from the Centers for Disease Control and Prevention, the Wisconsin Department of Health Services, Iowa County Health Department, and local health officials. Recommendations for safety protocols are expected to be continuously evolving and the protocols below will be modified as needed based on current guidance, research, and best practices.

 **PREVENTION PRACTICES**

» Relating to COVID-19, students and staff who are ill or exhibiting any of the following symptoms of illness should not come to school or work.



» Staff and students who have been exposed to a person with confirmed diagnosis of COVID-19 should follow current CDC recommendations to stay home and monitor their health for 10 days. (Per CDC guidance, exposure is considered to be within six feet of the diagnosed individual for 15 minutes or greater).

» Students and staff will be educated on and reminded of proper prevention techniques, including:

» handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff. (If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used.)

» covering coughs and sneezes with a tissue, throwing used tissues in the trash, and washing hands immediately with soap and water for at least 20 seconds.

» Signage will be posted throughout schools that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a face covering).

» Students will be discouraged from sharing items that are difficult to clean or disinfect (including electronic devices, toys, books, and other games or learning aids) and classroom practices will be modified to minimize sharing.

» We will work with high-risk students and staff to limit exposure and provide alternatives.



» During arrival and dismissal times, schools will use designated entry and exit points and work to avoid large gatherings of students in one area.

» Using the self-screen flowchart on Page 8, parents will self-screen their child(ren) before sending them to school to make sure they are healthy.

» Face coverings will be required for all staff. Face coverings will be required for all students in common areas. Face coverings will be required for students in classrooms in grades 3rd-12th. Breaks from wearing face coverings will be implemented into the school day when possible. (Exceptions for face coverings may be made based on documented health needs and, therefore, some individuals may require alternative precautionary measures.)

- » Students will be organized into cohort groups to limit chances for exposure and expedite contact tracing should that be necessary.
- » School health office protocols will create a separate space for the care of students who are ill, while having another space to serve the general health and medication needs of students.
- » Plexiglass barriers will be installed in public spaces where advisable.
- » Floor adhesives (separation markings) will be placed in high-traffic areas and student traffic patterns will be adjusted.
- » Water fountains will be available for bottle filling only.
- » Increase circulation of outside air into buildings.
- » Lockers would not be used at the middle/high school and would be replaced by backpacks.
- » Depending on student attendance rates, classroom setup will be modified to the extent possible to create as much physical distancing among students and staff as possible.
- » Alternate indoor spaces and outdoor areas will be used to the extent possible in order to enhance physical distancing.
- » Classes will minimize movement through the building, only moving when necessary to do so. Common areas will be reconfigured by spacing out or eliminating furniture to minimize crowding.
- » In order to limit exposure, visitor and volunteer protocols will be reviewed and adjusted to focus on essential visits.
- » Passing times will be staggered when possible in order to reduce the number of students in hallways.
- » Recess will be scheduled at specific times and locations to reduce the possibility of transmission.
- » While many steps will be taken to provide physical distancing, there is no way to guarantee it in all instances.
- » Field trips and student events will be limited and need approval prior to scheduling.

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FACILITY CLEANING

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- » Custodians will conduct a cleaning of each school nightly using CDC approved disinfectant that can have a residual effect of up to 24 hours.
- » Custodians will increase the frequency of daytime cleaning of common touch surfaces including handrails, door handles, etc., using CDC approved disinfectant.
- » Buildings and grounds staff will work to maintain adequate inventory of building cleaning supplies and personal protective equipment.
- » Regular inspections of ventilation and air handling systems will be conducted to ensure normal operation.
- » CDC recommended cleaners will be supplied in all classrooms to allow staff to clean desks/tables as needed throughout the day.

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TRANSPORTATION

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- » Todd Schmitz of First Student is working with the DMV to finalize any and all safety measures that can be used on bus transportation.
- » Hand sanitizer will be available.
- » Face coverings will be required for students on buses. (Exceptions for face coverings may be made based on documented health needs and, therefore, some individuals may require alternative precautionary measures.)
- » We strongly encourage families to self-transport students, if possible.

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FOOD SERVICE

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- » Nancy Smith, Taher, is working with the company and awaiting a more finalized reopening schedule to provide breakfast and lunch in a safe manner for our students.

» All food service staff members will continue to meet personal protective and food safety guidelines required for food service operations.

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 **EXTRACURRICULAR ACTIVITIES**
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» Rely on and implement guidance from the Wisconsin Interscholastic Athletic Association to safely hold practices, competitions, and events as allowable.

» Public attendance at events may be limited, depending on current health guidelines.

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 **STAFF TRAINING**
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» District staff will participate in additional COVID-19 safety training, which includes information on use of PPE, prevention measures and safety measures, and maintaining a healthy and safe classroom environment.

» District staff will continue with professional development opportunities regarding teaching and learning in an online environment.

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 **EQUITY & ACCESS FOR ALL**
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In all learning scenarios, the District remains committed to meeting the needs of each and every student we serve. Even in an online learning setting, we will continue to provide services that meet the unique needs of our learners. In doing so, we will work to remove barriers, to foster success, and to recognize the extra support needed to support online learners. The services will include, but are not limited to:

» Special Education: The District will continue to provide specialized instruction and support in accordance with a student’s individualized education plan (IEP). IEP teams will determine the appropriate supports needed and have protocols in place to support delivery of services in virtual ways if needed.

» Counselor Services: Counselors will continue to be available to support students and families as needed.

» Gifted and Talented (GT): The District will continue to provide opportunities to students qualifying for Gifted and Talented services.

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 **SOCIAL-EMOTIONAL LEARNING**
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Given the length of time students have been away from school, we expect to see significant student needs in the area of social-emotional learning and wellbeing. The district intends to provide culturally responsive social-emotional resources in the following areas:

- » Food insecurity, clothing, and or homelessness/shelter assistance
- » Mental health services in the community for families
- » Managing stress and loss, coping and building resiliency
- » Health and safety needs to positively impact learning

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 **COMMUNICATION**
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» Continue to visit our COVID-19 webpage (<https://mineralpointschools.org/coronavirus-covid-19-information/>) for updates.

» Families should make sure to have their contact information current in Skyward Family Access (phone, email, and SMS (text messages) enabled)

» Staff contact information is available here: <https://mineralpointschools.org/staff/>

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 **SOURCES OF GUIDANCE**
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» [Wisconsin Department of Public Instruction “Education Forward” Plan](#)

- » Wisconsin Department of Health
- » Iowa County Health Department
- » Centers for Disease Control and Prevention
- » Staff and Family Feedback
- » Input from Local Medical Experts
- » Consultation with Area School Districts