Warren County R-III School District
2020 Reopening Plan

“Home of the Warriors”

Revised August 17, 2020
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INTRODUCTION

The purpose of this document is to provide information to the Warren County R-III community on how the Warren County R-III School District intends to open schools on August 25. Local and State Officials are learning more about COVID-19 everyday. This document could likely change as new information becomes available. Warren County R-III School District has worked in collaboration with and gained approval from the Warren County Health Department to proceed with this plan. Warren County R-III will always adhere to the most recent recommendations from our local officials.

SERVING THE WARREN COUNTY R-III COMMUNITY

The Warren County R-III School District is committed to serving our students and educating them in the most effective way possible. During the COVID-19 shutdown we have realized the importance of face to face learning. We are now allowed to do this again. We also realize that having an educational environment for parents to send their children while they go to work is an extremely important aspect of fully opening up our local economy. We are very pleased to announce students are allowed to attend school in person starting August 25.
GENERAL EXPECTATIONS

In addition to the general school handbook, the below protocol will be followed:

All parents teach healthy habits to children before school begins.

- Educate your child on viruses and the signs of illness
- Teach appropriate hand washing, good hygiene and social distancing
- Help explain to your child why material sharing will be limited right now
- Teach your child how to wipe down surfaces at home, as they will also use disinfectant wipes on their desk at school
- Teach your child how to appropriately wear a mask and when to use them (if desired)

All teachers reinforce healthy habits to children during school

- Educate students on viruses and the signs of illness
- Make time in the day for good handwashing
- Have students wipe down desks daily
- Teach students how to maintain social distancing
- Teach students how to appropriately wear a mask and when to use them (if desired).

Measures will be taken to decrease students congregating in one location.

- Students will report to their classroom or designated area upon entering the building
- Restroom breaks will be scheduled by classroom, outside emergency needs, with good hand washing after use.
- Students will eat breakfast and lunch in their classrooms.

Minimizing Building Access

To minimize the need for people to be in the building other than necessary employees and students, the District is requesting the following:

- Parents are encouraged to call ahead if they have a need to visit the school, outside emergency situations.
- Parents will not be allowed beyond the school entryway, outside emergency situations
- Parents will not be allowed to visit the classroom or eat lunch with their child
- Open Houses will not occur
HEALTH PROTOCOL

Students and employees will adopt these hygiene measures:

- All persons are required to wash hands or use hand sanitizer when they come to school and throughout the school day.
- Encourage students to leave personal items at home including backpacks, unless necessary.
- Require all persons to wash hands after blowing noses, coughing or sneezing or when in contact with bodily fluids.
- Encourage classes and employees to create their own hand signals to replace shaking hands, hugging or giving high-fives.
- Avoid using classroom items that are frequently touched but not easily cleaned such as fabric.
- Students should bring their own water bottles to minimize the use of the water fountains.

Students and employees will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19:

<table>
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<tr>
<th>• A fever of 100° F or greater.</th>
<th>• Sore throat</th>
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<td>• Cough</td>
<td>• New loss of taste or smell</td>
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<td>• Shortness of breath or difficulty breathing</td>
<td>• Runny nose</td>
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<tr>
<td>• Chills or Repeated shaking with chills</td>
<td>• Congestion</td>
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<td>• Muscle pain</td>
<td>• Abdominal pain</td>
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<tr>
<td>• Headache</td>
<td>• Chest pain</td>
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<tr>
<td>• Fatigue</td>
<td>• Diarrhea</td>
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However, additional criteria for exclusion may be provided by the local health department at the time of exclusion based on the most current CDC guidance. If a student has been excluded due to fever based illness, medical documentation will be needed before returning to school.

Screening prior to attending schools
Students (with assistance from parents) and employees should **self-screen for the above list of COVID-19 symptoms (including temperature check)** prior to coming to school. Those exhibiting symptoms of COVID-19 without other obvious explanations will be prohibited from coming to school, and if they do come to school, they will be sent home immediately.

**Wearing Masks and other Personal Protective Equipment (PPE)**

- All students and staff in grades 3-12 are required to wear a mask or PPE in the school building while within 6 feet of other people. Students in grades PK-2 are strongly encouraged to wear a mask or PPE. Staff in grades PK-2 are required to wear a mask or PPE.
- Parents who send their child with a mask should teach them appropriate usage.
- If a mask or other PPE is disruptive to the educational environment, the principal may call the parent/guardian to discuss options.
- It is **always** safest to wear a mask when you are closer than 6 feet from someone for longer than 15 minutes.
- Students on the bus are required to wear a mask.
- Students who continue to not wear a mask will be switched to a virtual classroom.
- Wearing a mask will not prevent the student from being excluded from school if they are less than 6 feet away from a positive case for longer than 15 minutes.

**Return to School After Exclusion**

Once a student or employee is excluded from the school environment, they may return only if they satisfy the recommendations of the current CDC guidelines, which are subject to change. At the time of writing this document, the CDC guidelines state:

1. **Untested.** Persons who have not received a test proving or disproving the presence of COVID-19 but have experienced symptoms consistent with COVID-19 may return when all three of the following conditions are met:
   a. They have not had a fever for at least 72 hours (that is three (3) full days of no fever without the use of medicine that reduces fevers); and
   b. Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
   c. At least ten (10) calendar days have passed since symptoms first appeared.

2. **Tested.** Persons who have tested positive for COVID-19 may return when all three of the following conditions are met:
   a. At least 10 days from the symptom onset (or test date if no symptoms).
   b. AND 3 consecutive days (72 hours) with significant improvement in all symptoms and fever free.
   c. And have received clearance from the health department or their doctor to return.
Siblings or Other Students in the Household

If a student is excluded from school due to COVID-19 symptoms or has had a positive COVID-19 test, his or her siblings or other students living in the same household will be quarantined until the health authorities approve the family to return to school. Siblings will be out of school for 14 calendar days AFTER the original student is released from quarantine. The District will continue to consult with local health authorities for further guidance in this instance.

District Response to Exclusion from School or Self-Quarantine

As soon as the District becomes aware of a student or employee that may have COVID-19 or that has been excluded from school or recommended to self-quarantine, the custodial staff will be informed so that all desks, lockers and workspaces of the person are thoroughly disinfected. If the school is not open when notification occurs, the custodial staff will wait 24 hours or as long as possible prior to disinfecting and instead will block off the area so that others do not have contact. However, if that is impossible or school is in session, the cleaning will occur immediately.

Separation While in School

Each school must have a room or space separate from the nurse’s office where students or employees who may have COVID-19 or another communicable disease will wait to be evaluated or for pickup. Students will be given a mask to wear. Only essential staff and students assigned to the room may enter, all will sign in so that there is a record of the 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 buildings to their parents.

Medically Fragile Students

The District will work with families to provide the safest possible location to provide special care needs such as tube feeding and nebulizers to minimize exposure to students who might be ill. Nebulizer treatments will only be given in an emergency. They may be given outside whenever possible to reduce possible exposure to the aerosol that is produced when giving a nebulizer treatment. Students experiencing acute asthma attacks should not be attending school without approval by a healthcare provider, due to symptoms of asthma and COVID-19 overlapping (cough and shortness of breath).
Confirmed Case of COVID-19 in the School Building

The District will follow the guidance set forth by the Missouri Center for Public Health Excellence for determining shutting down the District.

- [Link](#) to the entire document.
- One confirmed COVID-19 case in a building
  - The first time this happens the District could close that individual building for one day. If contact tracing can be done without closing school, the building could be open the next day.
  - We will disinfect the area and contact those students and staff who were in a six-foot space for at least 15 minutes.
- The District will shut down for two weeks if:
  - 5% of the student body in a building test positive in one day
  - 4% of the student body in one building test positive over 2 days in a row
  - Or over 3% for 3 days in a row
- Or if recommended to close by the health department.

When there is a confirmation that a person infected with COVID-19 was in a school building for a sustained period under circumstances where transmission was likely to occur, the District will contact the local health department immediately. The District will work with the local health department to assess factors such as likelihood of exposure to employees and students in the building and the number of cases in the community to determine further action.

While the school building is closed, all school activities may be cancelled or rescheduled, regardless of whether the activity was to take place in the building or another location, including extracurricular activities, before and after school programs and field trips. Parents/students and employees may be encouraged to stay at home until more information is proved by the District or the health department.

Contact Tracing

Anyone that was within 6 feet of a positive case for 15 continuous minutes or more starting 2 days before the student or staff member started showing symptoms will be excluded from school for 14 calendar days. The District will be responsible for keeping these records and reporting to the health department.
Communication Plan

The District will email all parents and employees and notify them that a person connected to the school District tested positive for COVID-19. The District will encourage cooperation with the District and the local health department to trace contacts with the individual. The individual who tested positive will not be identified in communications to the school community at large. The District will be as specific as possible where the positive test occurred without naming the individual. The District will not post on social media nor on the website that a positive case has occurred.

VIRTUAL LEARNING OPTION (K-12)

The District recognizes that the safest way to avoid the virus is to not attend school. For those that wish to not come physically to school, the District is offering a virtual option for students. Students will be required to enroll for the entire semester before returning to school. This enables the District to staff both the virtual and in person school. The District will not be able to pay for or provide internet service to families who select this program. If necessary, the District will work with families to provide a chromebook to the student.

Elementary (K-5)

Elementary students will have the opportunity to take their courses online. Each grade level will be assigned a teacher and the teacher will post assignments on the District learning management system. Parents will need to assist primary aged students who are just learning to read. Parent support will be critical for the success of our youngest students.

Secondary (6-12)

Every course at the secondary level lends itself to being available virtually. Due to the likelihood that a secondary student will test positive for COVID-19, all eligible courses will be set up as a virtual course. Students who attend in person will have opportunities to work with the teacher in class, while students who attend virtually will have to communicate through the District's online learning platform. This will allow students who take courses virtually to interact with students who are taking the courses in person. This also allows for students who could be excluded from school for extended periods of time the opportunity to have continuity in their learning.
ELEMENTARY SPECIALS

For the first semester, art, music, P.E., and Library will not meet once a week in the elementary school. Elementary specials classes will meet daily for four weeks then switch to the next specials course. For example, a student would attend PE everyday for 4 weeks, then attend art everyday for 4 weeks, library everyday for 4 weeks, then music everyday for 4 weeks.

SOCIAL DISTANCING

We are encouraging all students and staff to be mindful of social distancing in the classroom and the hallways to the best extent possible.

TRANSPORTATION

Students are required to wear a mask while riding on the bus. Seating charts will be required on the bus and students will need to sit in their assigned seat. Students will be eligible to ride the bus if their house is 2.5 miles away from their school.

LATCHKEY

Latchkey will be available in each building, including the middle school. Latchkey will be expanded for grades K-8.
WARREN COUNTY R-III SCHOOL DISTRICT
REQUEST FOR COVID PAID SICK LEAVE AND/OR EXPANDED FAMILY MEDICAL LEAVE

**IF YOU ARE IN NEED OF LEAVE DUE TO COVID-PLEASE LET US KNOW IMMEDIATELY**

*PLEASE PROVIDE THE APPLICABLE DOCUMENTATION FROM A HEALTH CARE PROVIDER, CHILD CARE PROVIDER, OR SCHOOL*

District provided sick leave will not be required to be used under these situations. Staff will receive full pay if they qualify
This adjustment to sick leave expires 10/23/2020

Send To: Jill Schleuter – Payroll Coordinator

From: ___________________________________     __________________________________
Employee’s Name                                                    Employee’s Signature

Today’s Date: _______________________

I am requesting my leave to begin on ________________________(date)

I am requesting Emergency Covid paid leave and/or Expanded FMLA due to (please check one of the following):

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<td>The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID–19.</td>
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<tr>
<td>The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID–19.</td>
</tr>
<tr>
<td>The employee is caring for an individual who is subject of the above two situations.</td>
</tr>
<tr>
<td>The employee is experiencing symptoms of COVID–19 and seeking a medical diagnosis.</td>
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<tr>
<td>The employee is caring for a son or daughter of such employee if the school or place of care of the son or daughter has been closed, or the child care provider of such son or daughter is unavailable, due to COVID–19 precautions.</td>
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<tr>
<td>The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor.</td>
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<tr>
<td>EXPANDED FMLA: The employee is caring for a son or daughter if the child’s daycare is closed or the childcare provider is unavailable-all due to COVID-19</td>
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STAFF PAY DURING SHUTDOWN

In a short term (two week or less) shut down all employees will receive full pay and benefits. Hourly employees will have an option to be furloughed during this time. During the short term shut down, the board of education will meet to determine how pay will work for all employees if the shut down would need to continue.