

Sargent Public Schools

The purpose of this blueprint is to provide a framework for how Sargent Public Schools will respond to the COVID-19 pandemic and its impact on the educational program during the 2020-2021 school year. The framework is structured using tenets and tiers in order to allow the district to be flexible and responsive to changing public health circumstances. The presence of a formal plan will also support the district in articulating its plan for this fall in a clear, comprehensive, and transparent manner.

Sargent Public Schools Mission Statement:

ENGAGE, MOTIVATE, PREPARE, INSPIRE - “Sargent Public School’s goal is the development of capable and responsible lifelong learners. We will prepare students for the ever-changing challenges and opportunities of their future by facilitating academic excellence in cooperation with students, parents and community.

Scenario Description Rationale:

Scenario	Description	Rationale
A	School is in session on campus for students and staff beginning in August as planned.	<ul style="list-style-type: none"> In this scenario, the school has a plan to meet guidelines provided for the reopening of schools and local public health conditions warrant a return to school on campus with appropriate safety precautions being made.
B	School is in session with occasional short-term closures (2-5 days).	<ul style="list-style-type: none"> In this scenario, the district would anticipate providing educational continuity for students with occasional short-term closures that would be needed when a student or staff member who has been on campus tests positive for COVID-19. The purpose of the short-term closure (2-5 days) would be to contact trace, deep clean, and ensure the necessary exclusion of students and staff from campus for up to 14 days or as directed by public health officials.
C	Remote Learning	<ul style="list-style-type: none"> Necessary in the event of school building closure.

Operational Zones

Tiered Responses			
The following factors will be considered for movement from one tier to the next			
Green--DHM Phase IV--Low Risk	Yellow--DHM Phase III--Moderate Risk	Orange--DHM Phase II--Elevated Risk	Red--DHM Phase I--Pandemic
<ul style="list-style-type: none"> No confirmed cases within the buildings No confirmed cases within the Health Department region / County / School District No Directed Health Measures that would limit our school building capacity 	<ul style="list-style-type: none"> Some confirmed case(s) in the Health Department region Consultation with Health Department Under Directed Health Measures Governor or Commissioner of Education Guidance Limited testing availability 	<ul style="list-style-type: none"> Confirmed case(s) in the district/building Consultation with Health Department Under Directed Health Measures Governor or Commissioner of Education Guidance 	<ul style="list-style-type: none"> Confirmed case(s) in building Consultation with Health Department Directed Health Measures Governor or Commissioner of Education Guidance

Building Procedures					
Green--DHM Phase IV --Low Risk		Yellow--DHM Phase III --Moderate Risk	Orange--DHM Phase II--Elevated Risk	Red--DHM Phase I --Pandemic	
School/Academic Plan	<ul style="list-style-type: none"> School conducted as normal Buildings open Encourage social distancing when possible At risk students may do at home learning over DLat at the request of a parent and DR 	<ul style="list-style-type: none"> Increased social distancing Buildings open At risk students may do at home learning over DL at at the request of a parent and DR 	<ul style="list-style-type: none"> Limited student contact/interaction between grades or groups Buildings open At risk students and staff will do at home learning over DL 	<ul style="list-style-type: none"> School buildings closed Remote learning for PK-12 students 	
Temperature Checks	<p>Temperature checks will be conducted twice per day.</p> <ul style="list-style-type: none"> Temperatures taken 100.4 threshold (home 24 hours fever free w/o medication) An earlier return may be possible with a doctor's return to school note. Temperatures for tardy students are taken in the office prior to going to class. <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> Staff will take their own temp every morning and again at lunch. Staff will self monitor their health 	<p>Temperature checks will be conducted twice per day.</p> <ul style="list-style-type: none"> Temperatures taken in the morning upon arrival and again around lunchtime 100.4 threshold (home 24 hours fever free w/o medication) An earlier return may be possible with a doctor's return to school note. Temperatures for tardy students are taken in the office prior to going to class. <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> Staff will take their own temp every morning and again at lunch. 	<p>Temperature checks will be conducted twice per day.</p> <ul style="list-style-type: none"> Temperatures taken in the morning upon arrival and again around lunchtime 100.3 threshold (home 24 hours fever free w/o medication) An earlier return may be possible with a doctor's return to school note. Temperatures for tardies students are taken in the office prior to going to class. <p>Staff Temperature Check:</p> <ul style="list-style-type: none"> Staff will take their own temp every morning and again at lunch. 		
Custodial	<ul style="list-style-type: none"> Daily routine cleaning procedures of student attendance centers Specific cleaning of the Health/Isolation room daily Routine infectious disease protocol <ul style="list-style-type: none"> Staff will comply with State and/or local health department requirements Staff will follow manufacturer's instructions regarding the use and maintenance of equipment & use & storage of chemicals for cleaning & sanitizing. Spray bottles with disinfectant provided for all PK-12 Signage for reopening 	<ul style="list-style-type: none"> Continue Level I procedures plus heightened disinfection of touch points or areas. Specific cleaning of the Health/Isolation room daily Administration will communicate with Health Services designee to identify areas of specific concern and communicate to custodians of affected student attendance centers the specific area(s), surface(s), schedule, procedure and product to be used for heightened disinfection. Custodians will provide heightened disinfection of touch points or areas of specific concern in student attendance centers identified by the Administration. A coordinated plan of routine cleaning schedules - it may require modification to meet heightened disinfection needs. 	<ul style="list-style-type: none"> Continue Level I and II services plus increase disinfection procedures. Administration will communicate with Loup Basin Public Schools Health Services designee to identify areas of specific concern. Increased frequency and increased number of surfaces within classrooms to be disinfected to include daily midday disinfection of desktops and touch points or areas of specific concern as identified. Administration to coordinate/communicate with staff reopening procedures for affected school. There will be limited building access. Administration to designate staff to shut down and secure affected areas of the building. 	<ul style="list-style-type: none"> Secure affected building Building access prohibited/limited - Administration to designate staff to shut down and secure the building. Cleaning of building <ul style="list-style-type: none"> The building will be cleaned as directed by the Health Department prior to student return. Administration will determine staffing assignments and/or procedure modifications required. Administration to coordinate/communicate with staff reopening procedures for affected school. 	
Lunch and Breakfast	<p>Breakfast and lunch served in the cafeteria.</p> <ul style="list-style-type: none"> Grab and Go option 	<ul style="list-style-type: none"> Breakfast and Lunch with physical distancing. (<i>Spread out in the cafeteria and classrooms</i>) Extra sanitation procedures will be used. Some food items may be limited. Parents will not be allowed to eat lunch with students. 	<ul style="list-style-type: none"> Lunch split between the lunchroom and classroom (every other grade - teachers will help supervise) <ul style="list-style-type: none"> Grab and Go option 	<p>Grab and Go or Delivery meals will be provided for families</p>	
Recess	Schools will continue to have recess as scheduled	<ul style="list-style-type: none"> School will implement zones for recess supervisors 	Same as yellow zone	NA	

	with handwashing or hand sanitizer upon entry.	<p>will assign students to specific areas to support physical distancing.</p> <ul style="list-style-type: none"> • Schedules will be modified to control the number of students on the playground at any one time. • Cleaning will be completed daily • Limiting of equipment (balls, jump ropes, etc) at the classroom level <ul style="list-style-type: none"> ○ Disinfecting equipment after use. 		
PK-6 Field Trips	Regular field trip opportunities can be scheduled.	No off site elementary or preschool field trips until further notice.	No field trips will be available	NA
Specials	Students transition to music, art, PE, and media	<p>Same as green with increased disinfecting and sanitizing.</p> <ul style="list-style-type: none"> • No traveling between schools for JH & HS Music and JH physical education & health class • No combined elementary grades music classes to keep numbers smaller. Grades may have to alternate days. 	<p>Some specialist teachers transition to classrooms.</p> <ul style="list-style-type: none"> • No traveling between schools for JH & HS Music. • No combined elementary grades music classes to keep numbers smaller. Grades may have to alternate days. 	NA
Handwashing	<ul style="list-style-type: none"> • Announcements supporting hand washing. • PK-6 multiple handwashing during the day. • 7-12 scheduled hand washing - upon arrival, before lunch, and when returning to school from open campus. 	Same as green zone.	Same as yellow zone.	NA
Hallways	<ul style="list-style-type: none"> • PK-6 students transition normally with staff support • 7-12--Regular transitions with encouraged social distancing 	<ul style="list-style-type: none"> • PK-6 students transition with staff support • 7-12--Some scheduled transitions encouraged social distancing. 	<ul style="list-style-type: none"> • PK-6 students transition with staff support and some specialists come to classrooms. • 7-12 students may be in isolated classrooms with only limited or scheduled hallway access. • Outdoor breaks the last 5minutes of class 	NA
Lockers	<ul style="list-style-type: none"> • Lockers will be used normally 	<ul style="list-style-type: none"> • Somewhat limited use of lockers 	<ul style="list-style-type: none"> • Limited staggered use of lockers 	NA
Beginning of the day staff	<p>PK-12</p> <ul style="list-style-type: none"> • Teachers will report for duty as assigned. • Staff self health checks before school. 	<p>PK-12</p> <ul style="list-style-type: none"> • Teachers should be in their room and ready to receive students by 7:45am. • Staff self health checks before school. • Students may enter the building when doors open at 7:40 for temperature checks <ul style="list-style-type: none"> ○ Students will complete a health screening and then may get breakfast and/or class. 	Teachers will report based on the schedule created and direction provided by the administration.	NA
Beginning of the day students	<p>K-6</p> <ul style="list-style-type: none"> • Students will enter the building when doors open and go directly to their assigned areas as determined by the principal. <p>SHS</p> <ul style="list-style-type: none"> • Students in the building prior to 7:40 need to be in an approved meeting/practice and supervised by a teacher/coach/sponsor until the bell • Students who are dropped off or arrive with a ride before 7:45 should remain in a 	<p>PK-12</p> <ul style="list-style-type: none"> • Students may enter the building when doors open at 7:40 for temperature checks <ul style="list-style-type: none"> ○ Students will complete a health screening and may get breakfast and report r4class. • Students need to be in an approved meeting/practice and be supervised by a teacher/coach/sponsor until the bell • Students who are dropped off or arrive with a ride before 7:45 should remain in designated areas and 	Students will report based on the schedule created and direction provided by the administration.	NA

	<p>designated area and social distancing practices will be followed.</p> <ul style="list-style-type: none"> Parents and visitors will only be allowed in the school by appointment. 	<p>follow distancing social practices.</p> <ul style="list-style-type: none"> Parents and visitors will only be allowed in the school by appointment. 		
End of the day	<ul style="list-style-type: none"> Regular dismissal. Parents and visitors will only be allowed in the school by appointment. All students will be required to leave the building at the end of the day unless involved an approved activity or working with a staff member 	<ul style="list-style-type: none"> Each classroom/grade will have an assigned dismissal time to ensure social distancing Students not involved in extracurricular activities or assigned to be with a staff member will leave school grounds. 	<ul style="list-style-type: none"> Same as the yellow zone This will be based upon the needs of the alternate schedule being used. 	NA
Building Access	<ul style="list-style-type: none"> Parents and visitors will only be allowed in the school by appointment. Temp checks are required for visitors that enter the building during the school day. Sargent Public Schools events will not require a mask, but masks are encouraged if needed with appropriate social distancing utilized when possible. Non Sargent Public Schools events are at the discretion of the event sponsors. Parents may eat lunch with their child when scheduled with the principal. 	<ul style="list-style-type: none"> Parents and visitors will only be allowed in the school by appointment. Masks are required for all visitors during the school day and not provided by the district. Masks are encouraged at any Sargent Public Schools sponsored events before or after school. Non Sargent Public Schools events are at the discretion of the event sponsors. Parents will not be allowed to eat lunch with students. 	<ul style="list-style-type: none"> No outside visitors or user groups allowed on campus. 	<ul style="list-style-type: none"> No campus access available beyond required personnel.
Facemasks	<p>Face masks and shields will be provided as requested for everyone but not required for anyone.</p>	<ul style="list-style-type: none"> Face Masks and/or shields provided for all staff and students as requested. Staff are required to wear masks or shields when social distancing can't be practiced. Students are required to wear masks or shields when social distancing can't be practiced. 	<ul style="list-style-type: none"> Face Masks and/or shields provided for all staff and students as requested. Staff required to wear masks or shields. Students required to wear a mask 2-12 (k-1 set by teacher) 	NA
Restrooms	<p>Regularly scheduled</p>	<ul style="list-style-type: none"> Students are encouraged to use the restroom before school, during their lunch period, or with permission from their classroom teacher. 	<ul style="list-style-type: none"> Restroom use is controlled periods. Restroom use is permissible with permission by their classroom teacher. <ul style="list-style-type: none"> Locker rooms are not to be used for restroom breaks . 	NA
Water Fountains	<ul style="list-style-type: none"> Regularly scheduled water breaks. Students are encouraged to use individual water bottles. <ul style="list-style-type: none"> Bottles can be requested from the school and all bottles can be cleaned daily 	<ul style="list-style-type: none"> Regularly scheduled water breaks. Students are encouraged to use individual water bottles. <ul style="list-style-type: none"> Bottles can be requested from the school and all bottles should be cleaned daily 	<p>The Water Fountain is closed and students are encouraged to bring individual water bottles.</p> <ul style="list-style-type: none"> Bottles can be provided by the school and will be cleaned daily Water Fountain closed, but the bottle filler will be on. 	NA
Classroom Seating/Materials Usage/Sanitization	<ul style="list-style-type: none"> Regular classroom/teacher preferred arrangement Social distancing will be utilized when possible. Regular classroom supply usage. <ul style="list-style-type: none"> Encourage individual student supplies. 	<ul style="list-style-type: none"> Desks separated and not in pods. (Avoid face to face seating options) Row seating Required student individual supplies Minimize furniture and center items PE and other equipment is cleaned between classes Contaminated materials will be isolated for 	<ul style="list-style-type: none"> Locations around the building may be limited. Increased sanitization measures Some materials will not be allowed. Only necessary items. Students shouldn't share or have group materials. 	NA

	<ul style="list-style-type: none"> Regular classroom cleaning. 	cleaning each day		
Transportation	<ul style="list-style-type: none"> Regular transportation schedule and practices. <ul style="list-style-type: none"> Temperature checks will be conducted each day - 100.4 threshold 	<ul style="list-style-type: none"> Regular transportation schedule Seating charts with social distancing utilized Temperature checks for all bus riders prior to getting on the bus. - 100.4 threshold Students and drivers to wear masks or shields. Unloading as directed by driver 	<ul style="list-style-type: none"> Same as yellow zone. 	NA
Technology	<ul style="list-style-type: none"> 1-to-1 devices provided to all K-12 students. K-6 devices stay at the building. Device may be sent home for students that are required to be home for fever and/or quarantined students 	<ul style="list-style-type: none"> Same as green zone. 	<ul style="list-style-type: none"> 1-to-1 devices sent home daily for grades 2-12. <ul style="list-style-type: none"> Pk-1 at teacher and parent request Parents may decline a school device 	Chromebooks are used to complete online/remote learning.
7-12 Activities	<ul style="list-style-type: none"> Activities and Athletics will be conducted in accordance with NSAA guidelines 	<ul style="list-style-type: none"> Activities and Athletics will be conducted in accordance with NSAA guidelines. 	<ul style="list-style-type: none"> Activities and Athletics will be conducted in accordance with NSAA guidelines. Students in work study will be determined by the administration, cooperating teacher, and employer. 	Activities and Athletics will be conducted in accordance with NSAA guidelines.
Student Attendance	<ul style="list-style-type: none"> All students in grades PK-12 will attend school in person. <p>Following health department guidelines and individual student health needs as outlined by their doctor.</p>	<ul style="list-style-type: none"> All students in grades PK-12 will attend school in person. Accommodations will be made for students in K-12 who are unable to attend in person to utilize synchronous online learning through Zoom and other remote learning tools. Synchronous means that students log on to receive instruction with their class at certain set times during the school day. Students will only have this option with a medical excuse provided by a doctor with a specified period of time notated. 	<ul style="list-style-type: none"> A hybrid schedule may be possible for some classes and situations. Accommodations will be made for students in K-12 who are unable to attend in person to utilize synchronous online learning through Zoom and other remote learning tools. Synchronous means that students log on to receive instruction with their class at certain set times during the school day. (Students will only have this option with a medical request supported by their doctor's note.) 	<ul style="list-style-type: none"> To be determined
Staff Attendance	<ul style="list-style-type: none"> All staff will report as normal. Any questions or concerns relative to work expectations should be directed to the Superintendent. 	<ul style="list-style-type: none"> All staff will report as directed. Any questions or concerns relative to work expectations should be directed to the Superintendent. 	<ul style="list-style-type: none"> All staff will report as directed. Any questions or concerns relative to work expectations should be directed to the Superintendent. 	
After School Program	<ul style="list-style-type: none"> Temperatures taken upon arrival. Handwashing upon arrival. Regularly scheduled "after school" work time, student assistance, and academic practice as determined. 	<p>Same as green zone.</p> <ul style="list-style-type: none"> Students would still be allowed to participate in work study as determined administration, cooperating teacher, and employer. 	<p>Only prescheduled meetings permitted</p> <ul style="list-style-type: none"> Students would still be allowed to participate in work study as determined administration, cooperating teacher, and employer. Activities as determined by Administrative team 	No offered

Potential Tiered Responses/Consultation with Health Department

1 or more confirmed case(s)* in the building of a student or staff member.	<ul style="list-style-type: none"> A more restrictive environment will be implemented up to potential extended (6 days or more) building closure. The District will communicate the situation with building stakeholders. In the event of repeated confirmed cases, district officials will confer with the health department for a closure plan of that building. School nurses will join a district team for building closure/reopening planning. Sanitization plan will be executed by the district facilities team. Building will execute an immediate remote learning plan and schedule (if the building is closed). Reopening communications will be provided to stakeholders from the district. 	
1 confirmed case* of immediate household members of a staff member.	<ul style="list-style-type: none"> Self quarantine for 10-14 days for household members. Teachers will teach virtually with a substitute in the classroom (unless unable due to caring for a family member). If unable to virtually teach due to caring for an immediate family member, the teacher will apply for FFCRA and/or illness leave. Teacher continues to teach to the class virtually by following the remote learning plan (based on the situation) and/or a sub may be provided. The Human Resources Director will communicate a return date with the staff member. 	
1 confirmed case* immediate household member of students.	<ul style="list-style-type: none"> Self quarantine for 10-14 days. Teachers will provide remote learning opportunities. 	
Confirmed exposure* of staff or travel to an impacted state/country/location.	<ul style="list-style-type: none"> Self quarantine for 10-14 days for household members. Teachers will teach virtually with a substitute in the classroom. If unable to virtually teach due to caring for an immediate family member, the teacher will apply for FFCRA. Teacher continues to teach to the class virtually by following the remote learning plan (based on the situation) and/or a sub may be provided. 	
Confirmed exposure* of students or travel to an impacted state/country/location.	<ul style="list-style-type: none"> Self quarantine for 10-14 days. Teachers will provide remote learning opportunities. 	
Visitor who has entered our building and is a confirmed case.	<ul style="list-style-type: none"> A more restrictive environment could be implemented up to potential extended (6 days or more) building closure. The District will communicate the situation with building stakeholders. District officials will confer with the health department for a closure plan (if needed) of that building. School nurses will join a district team for building closure/reopening planning (if needed). Sanitization plan will be executed by the district facilities team. Building will execute an immediate remote learning plan and schedule (if the building is closed). Reopening communications will be provided to stakeholders from the district. 	
<p><i>*A case is considered "confirmed" when the individual has had a positive test conducted by a medical professional.</i></p> <p><i>*A confirmed exposure will be based on the continued tracing of the medical community.</i></p>		
Short Term Closure	School building closed for up to 2-5 school days	<ul style="list-style-type: none"> Remote learning will be used by teachers
Extended Building Closure	School building closed for 6 school days or more	<ul style="list-style-type: none"> Remote learning will be used by teachers