



CRIVITZ SCHOOL DISTRICT

Reopening Plan 2020-21





CRIVITZ WOLVERINES

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DISTRICT RESPONSE PLAN

After careful study of documentation of the CDC, DHS and Department of Public Instruction Education Forward guidance documents and public input via survey, the following documents and addendums reflect the Crivitz School District's plan to reopen in the fall of 2020. All recognize that the pandemic presents challenges and variables that can change rapidly. The re-opening plan is subject to change based on the current guidance from public health. The goal of the plan is to remain open for daily student instruction with a parent/student option for virtual education.

Governance

- Send survey about re-opening to key stakeholders to determine a vision aligned with local values and needs (Parents and staff)
- Develop a professional development learning plan for staff
- Determine a communication plan for district
- Continually monitor Pandemic Plan and revise as needed
- The District Pandemic Team is in charge of the overall plan.

School Operations

- Families will select in person or online learning in **Skyward through the registration process by August 15, 2020**. Both options have students learning per the board approved 2020-2021 district calendar. Online option will be provided by the School District of Crivitz.
- Current district attendance policies will be suspended during pandemic. Attendance should be taken daily for students at school and learning from home. Parents, including those of online learners, will be responsible for calling in students when ill and will be asked to identify symptoms. School attendance officials will follow up with students with unexcused absences to ensure student safety.
- Distancing requirements: Visitors are not permitted to enter school buildings. Only essential visitors will be allowed to enter the building. Essential visitors will be required to wear face covering and complete a health screening upon entry into the building. Each building will have pick up and drop off procedures that will be considered for social distancing.
- All buildings coordinate with Stacey Cooper (Food Service Director) to adjust lunch locations, protocols and procedures to accommodate for social distancing and reduced interaction with others.
- Athletic and extracurricular procedures will be updated

Technology

- Prepare devices for at school and at home learner needs.
- Create professional development plans based upon needs identified.
- Coordinate with district leadership to identify staff that can assist with device management and extended technology support.
- Communicate with families regarding technology use in the building. Provide technical support for families and students.
- Identify chronic technology issues that arose during the school closure period and use them to adjust the district technology plan.

School Safety Mental Health

- As students return, there may be increased acting out due to anxiety, depression and trauma brought on by the pandemic. Staff will create safe and supportive environments for returning students.
 - Student services team will assess, monitor, and address the social emotional environment of the school.
- Communicate clearly with parents about the safety and health procedures being put in place prior to school starting.
- School staff will continue mandated reporting requirements and ensure all staff understand process and procedures.
- Monitor district level data regularly (attendance, academic, and behavior)
- Continue to utilize mental health literacy with all staff, focusing on Trauma Informed Care. Review frequently throughout the year.
- Provide mental health support to staff throughout as needed the year through the Employee Assistance Program.

Teaching and Learning

- Communicate with families for 100% virtual enrollment options in connection with information about staying within your own district (policies, access to on-site services, transcripts and graduation tied to local district, online and parent handbook resources).
- Review data generated at the end of the 2019-2020 relative to curriculum assessment to identify and communicate learning gaps in vertical teams.
- Adjust pacing to reflect curriculum changes identified in collaborative teams.
- Ensure prerequisite skills are identified and considered when planning instruction.
- Utilize formative assessments to measure where students need additional time and support.
- Ensure teachers have professional learning time for collaborative lesson study, collaborative review of student work, and sharing of practice through collaborative teams in a professional learning community.
- Work with schools to develop targeted intervention plans for the most vulnerable students through the RTI process.
- Reporting of progress and credit acquisition will remain the same as in prior years through Skyward.
- Share resources with early learning partners (child care center and district 4k) and use partners as a resource to identify resources, interventions, and extensions that are available to children and families.
- Ensure digital citizenship and other online skills and practices are prioritized.

School Libraries

- Create a plan for circulation of materials during in-person, virtual, and blended learning environments, scheduling scenarios, and instructional models. In-Person: Consider options appropriate for the school community for selecting materials to check out.
- Use online catalog to place holds on materials and have library staff retrieve items and check them out to students/staff.
 - Pull small selections of books from shelves, set out on display, and allow the youngest students to select from them.
 - Limit students browsing directly from shelves by having them select options in catalog before retrieving items.
- Provide book return and new material containers that can be dated and placed in quarantine for at least 72 hours (3 days) before being handled by staff.

- Pack and store non-technology manipulatives and any other shared supplies, and implement new activities determined at district level. Properly clean technology devices.
- Maintain libraries to reflect district distancing guidelines:
 - Table seating should have students face one direction and allow for social distancing.
 - Consider marking traffic flow on floors to designate entrance, exit, and spacing for check-out lines.
- Work with others, including the technology team, to identify professional learning strengths and needs of staff in the use of digital tools and resources. Create resources for instructing students and teachers to use online catalogs to view the collection and place holds for materials. Promote and facilitate use of online resources, such as eBooks, audiobooks, research databases, and instructional tools.

Special Education

- Hold legal IEP meetings virtually instead of face to face.
- Child Find activities will be conducted virtually with a parent screener. Conduct face to face assessment only when necessary, using the appropriate mitigating practices.
- Document how specially designed instruction is provided for each child.
- Specially designed instruction and therapy services will be provided virtually if in-person instruction were to be suspended.
- Train all staff on virtual tools available to perform specially designed instruction and therapy services.
- Special education students should always be considered general education students first and will be provided the same opportunities.

Infection Control & Mitigation

1. Social and Physical Distancing

Determine what physical infrastructures are required to promote social distancing (desks and classrooms, hallways, cafeteria, gym, playground).

Develop a continuum of strategies for the implementation of social distancing. Identify all locations and times where students are in close contact with each other and create strategies to restructure those locations and activities.

- Stagger arrival and dismissal times.
- Develop a learning schedule in cohorts by grade level, to minimize the intermixing of large groups of students.
- In the Elementary setting when feasible teachers will change classrooms and students will remain in the same location. This will minimize mixing of students during transfer and minimize cross contamination of surfaces.
- If a teacher sees multiple students a day, s/he is to clean and disinfect the areas commonly touched by students prior to new students' arrival.
- Recess and lunch hours to be staggered to limit contact between cohorts. Students may eat breakfast and lunch in classrooms. When the cafeteria is used, cohorts will stay together and seating will be limited to help students socially distance.
- Student desks and common seating in classrooms will be moved to maximize the space between students. When possible desks to face in the same direction.
- Traffic plans will be implemented for hallways based on building to aid in distancing and minimizing numbers of students gathering in areas.

- Separate partitions in open spaces will be created to limit interactions among cohorts in open spaces (e.g. playground).

2. Limit Symptomatic and Asymptomatic Spread and Exclusion Criteria

Create and implement plans to limit symptomatic and asymptomatic spread of infectious diseases (COVID-19 and others).

Individuals should NOT be in school if they:

- ***Are showing symptoms of influenza like illness or COVID-19 based on Wisconsin Department of Health isolation guidelines.***
- ***Have been in close contact with someone confirmed of having COVID-19 in the last 14 days. You are a “close contact” if any of the following situations occurred while you spent time with a person with COVID-19 (even if they didn’t have symptoms)***
 - ***Were within 6 feet of the person for more than 10-15 minutes.***
 - ***Had contact with the person’s respiratory secretions (e.g. coughed/sneezed on, contact with dirty tissue, sharing a drinking glass, food or towel or other personal items).***
 - ***Stayed overnight for at least one night in a household with the person.***

Reinforce flexible attendance policies and other educational options during the quarantine period.

Determine exclusion criteria and plans to monitor students and staff for COVID-19 like symptoms.

Provided screening tools to staff and students to facilitate daily home health screening.

Accommodate the educational needs of children and families at risk for serious illness from COVID-19.

- Staff and students with COVID-19 symptoms are required to remain home. They are encouraged to contact and follow the advice of their medical provider.
- Marinette County Public Health to be notified of suspected or confirmed cases of COVID-19.
- Ill staff and students should not return to school until they have met the criteria to discontinue home isolation, per Wisconsin Department of Health guidelines.
- Staff and students identified as “close contact” to a confirmed COVID-19 individual will follow quarantine protocol. Contact tracing protocols will be implemented in conjunction with Marinette County Public Health.
- Assigned seating will be utilized when possible to assist with contact tracing.
- Staff to perform health self-screening prior to each work day. See addendum 1: **Employee Health Self-Screening Form.**
- Parents/Guardians are to perform health screening for each child prior to each school day. See addendum 2: **Student Health Screening Form.** Assist families with a need for a thermometer (if in supply).
- Staff and families are encouraged to self-report illness symptoms and notify school of exposures, to assist with disease surveillance.

- If a student becomes ill while at school the school will provide an isolated space for the ill student to safely rest while waiting for the arrival of parent/guardian. Parent/guardian to pick up students as soon as possible.
- Families are encouraged to have a “**COVID-19 plan**” in place that allows for pick up of ill children in a reasonable amount of time and for extended absences related isolation or quarantine needs.
- Ill students will be required to wear a school provided face mask when in the health office and awaiting pick up.
- Only essential visitors will be allowed in the building. Visitors will be required to wear a face covering and complete a health screening upon entry into the building. See addendum 3: **Visitor Health Screening Form**.
- Field trips, large school assemblies, special guest speakers and volunteers will not be permitted during the school day.

3. Personal Protective Equipment for School Staff and Hygiene Measures

Acquire an adequate supply of personal protective equipment (PPE) to protect staff and use for students who develop symptoms while at school.

- Ensure sufficient quantities of appropriate PPE are available to all staff.
- All staff will utilize a cloth face covering for source control (to contain an individual’s respiratory secretions to help prevent COVID-19 transmission). The face covering must be worn when within 6 feet of individuals and in all common areas on school grounds.
- Cloth face coverings are strongly recommended for students who are able to wear and remove them properly. See [Cloth Face Coverings in Schools: What Families Need to Know](#). Parents/guardians will need to supply cloth face coverings for their children if using. Assistance will be provided to families in obtaining facial coverings (if in supply) and needed. Note: Cloth face coverings should NOT be worn by children under the age of 2 or anyone who has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove the cloth face covering without assistance.
 - With the added risk of spread of COVID-19 due to aerosolized particles additional precautions will be taken for choir and band.
 - Disposable surgical style face mask must be worn by middle and high school chorus students, while in the choir room/classroom (unless class is outdoors and distance can be maintained).
 - During elementary music students may be asked to wear a face covering when engaged in singing (unless class is outdoors and distance can be maintained).
 - Disposable surgical style face mask (with slit opening for instrument mouthpiece) must be worn by band students while in the band room/classroom (unless class is outdoors and distance can be maintained). Instrument bell covers will be provided to further reduce aerosol emissions.
 - Cloth face coverings must be worn while on the bus.
- Information to be provided to all staff, students and families on proper use, removal, and washing of cloth face coverings. See [Cloth Face Coverings in Schools: What Families Need to Know](#).
- Teaching staff to teach and reinforce prevention behaviors (handwashing and cough/sneeze etiquette) to students. Signage will be posted on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures and properly wear a face covering.
- Hand sanitizer will be available at entrances and in classrooms.

4. Cleaning/Disinfection Measures and Maintaining a Healthy Environment

Develop and implement strategies to prevent transmission of COVID-19 and other infectious diseases.

Frequent cleaning and disinfection of high-touch surfaces. Decrease shared use objects wherever possible. Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible.

- District to ensure an adequate supply of soap, hand sanitizer and disinfectant.
- Hand sanitizer will be available at entrances and in classrooms.
- Clean and disinfect frequently touched surfaces within the school during the day and nightly. Clean and disinfect shared objects between uses.
- Discontinue the use of vending machines and shared drinking fountains at this time. Water bottle filling stations available. Students and staff are encouraged to bring water/water bottles from home.
- Classroom doors may remain open but must be locked to reduce the amount of contact on door handles.
- Buses to be cleaned and disinfected after each use.
- Students are asked to bring to school only those items requested and essential for learning (no toys, locker bins, etc.).

5. Health Office Management

Students with respiratory symptoms will be triaged to the health room and separated from well, injured or other ill students.

Minor first aid situations, to the degree possible, will be handled in the classroom to prevent health office congregation and possible exposure to COVID-19 ill students in the health office. Basic first aid supplies to be provided to classrooms.

- **Elementary/Middle School**

Well child visits to the health office for procedural visits, injury care or medication visits will be routed to the back office, via separate entrance. Students exhibiting illness symptoms will be triaged in the main health office. Students exhibiting COVID-19 symptoms will be provided a face mask and placed in a supervised isolation room while awaiting pick up.

- **High School**

Well child visits to the health office for procedural visits, injury care or medication visits will be routed to the main office or health office. Students exhibiting illness symptoms will be triaged in the main office. Students exhibiting COVID-19 symptoms will be provided a face mask and placed in a supervised isolation room while awaiting pick up.

- If multiple students are in the isolation space at the same time they will maintain a distance of 6 feet or greater from each other.
- Isolation rooms to be disinfected daily and between students.

ELEMENTARY/MIDDLE SCHOOL RESPONSE PLAN

Governance

- Elementary principal has worked together to review district recommendations and procedures.
- Teachers will be given time during in service days to learn technology and collaborate around virtual opportunities for families.

School Operations

- Create unified back to school communication that outlines school process and procedures throughout the transitions of the upcoming year.
- Identify staff who are not returning and hire to replace.
- Complete revisions to master teaching schedule to reflect changes in arrival and dismissal, recess and lunch, and supervision to meet new process needs.
- Continually work together as an elementary team on If/Then scenarios – how will we respond as situations evolve.
- Implement traffic plans for hallways based on building to aid in distancing and minimizing numbers of students gathering in areas.
- Meet with groups of staff during August in-service to review comprehensive plan for building:
 - Classroom teachers
 - Specialists
 - Other professional staff
 - Paraprofessionals
 - Office staff
 - Custodial and maintenance
 - Food service (by building)
 - Bus drivers (by route)
- Communicate with specialists and professional staff which students need virtual instruction (specialists, interventionists)
- Teacher Guidelines and Expectations for Digital Learning
 - Standards and instruction are on pace with classroom instruction in the digital environment
 - Acellus is used by all and must include all learning resources
 - Online lessons will be made available. Lessons may be videotaped during instruction and shared among teams.
 - Digital learning expectations will be at the same level of rigor as classroom instruction.
- The district's responsibility is to offer a well-rounded education through either in person or virtual learning.
 - At home learning expectations will be the same as in school learning expectations with the same level of rigor for learning.
 - Students are responsible for completing all assignments and assessments by established due dates.
 - Students will log in to Acellus daily for virtual learning.
 - All students will have daily communication with the teacher through a variety of methods (in person, email, Acellus, etc...)
 - Parent agrees to be the learning coach and monitor schoolwork daily for virtual learning options.

- Students will be asked to bring locker items home on a daily basis should it become necessary for learning to be done at home due to pandemic conditions.

Bus

- The District and Director of Buildings, Grounds, and Transportation will survey parents on their transportation needs for their children.
- Schools will create a before school/after school plan for increased car drop off and pick up to include the following:
 - Staff will be posted outside of the school in the morning before school and after school to monitor bus unloading/loading and car drop off/pick up areas.
 - Buses will not be released all at the same time to stagger entry to the building.
 - Students will be assigned a specific door entrance to enter in the morning.
 - Procedures will be used for waiting for the bus and loading the bus.
 - Walking traffic patterns will be identified and monitored by teachers with visuals to indicate those routes.
- At the end of the day, students riding in a car will be dismissed beginning at 3:20 and students riding the bus will be dismissed at 3:10.

Technology

- Acellus will be used as the instructional platform for both in person learning and virtual learning.
- Teachers will be provided additional and ongoing training in Acellus.
- Limited sharing of supplies and electronic devices will occur at school with cleaning protocols after student use.
- Schools will work with the IT department to create a plan for device distribution at site level as requested by families to support virtual learning.

Infection Control/Mitigation

- Elementary will create and display the following visual social distance reminders:
 - Arrows for traffic flow
 - Additional social distancing reminders (6 ft apart, etc...)
- Students will remain in classroom cohorts for the majority of the day. Lunch and recess are modified to include only one grade level at a time to keep contact with other groups in the building limited.
- Building and classroom routines will include hand sanitizing upon entry to the building and classrooms, wiping down desks and supplies frequently, and following established entrance and exit patterns and traffic direction cues.
- Students will enter elementary buildings in multiple entrances.
- Maintenance Department along with the school nurse will be ordering the following:
 - Disinfectant wipes
 - Sanitizer
 - Disposable Masks
 - Face Shields

**This will be supplied to start the school year and schools will reorder when necessary.

- Nurse will provide a Triage checklist for classroom teachers. The checklist will be used to minimize visits to the health office unless necessary.

- Students will bring and use their own school supplies to limit the amount of shared materials. If there are materials that need to be shared, the teacher will follow the recommended disinfection guidelines and procedures.
- Classes will be able to take place outside (weather dependent) where students can spread out.
- Water filling stations are available at all elementary school to encourage students to bring their own water bottle to school. Water fountains will be turned off.
- Students will be encouraged to wear protective equipment and face coverings throughout the entire day.

School Safety Mental Health

- Parent/teacher conferences will be held virtually.
- Open house will be virtual and teacher expectation will be to schedule an online meeting of some type with students prior to the first day of school. **Families will send in their child's school supplies to school the first day of school.**
- Administrators will create virtual school tours for new families.
- Established school teams will identify and support mental health needs of students and adults.
- A focus on SEL will continue in our school settings.
- No field trips, speakers, non-essential visitors (lunch, volunteer, etc...) will be permitted.
- Students will not be moving throughout the building without adult supervision and escort in order to maintain cohort groups as much as possible.
- Frequent bathroom breaks will be scheduled and staggered in cohort groups.
- Classroom doors will remain open and locked to limit the use of high contact surfaces.
- This is a temporary situation during pandemic time.

Teaching and Learning

- Teachers will use Acellus for weekly planning to be available for students whether they are at home or school – by teacher.
- A multi-tiered approach of identifying student needs and providing Intervention and support will continue both in person and virtually.
- Teacher teams will identify standards and instruction given during extended closure and reflect on the needs of the students for the upcoming school year.
- Beginning of school year staff meetings will address teacher expectations for in person and virtually learning opportunities. Priorities will include addressing the needs of the most vulnerable students and addressing equity.
- School communication will include resources and information designed to support families on common topics of concern regularly, but in coordination of all schools. **(Pupil Service teams will help find and share these resources).**

Entry Plan

- Each school will designate specific entrances for smaller groups of students to enter and exit the building before school, afterschool, and at recess.

Lunch

- Elementary schools will change to a 'serve' school rather than a 'choice' school.
 - Food service will plate on trays full meals with milk, main entree, veggies and choice of fruit.

- A garbage can will be available for each class or two classes to limit movement and contact with others throughout the cafeteria.
- Seats will be assigned for lunch. Students will be seated with others from their cohort class with only one class per grade level in the cafeteria at a time.
- Milk break times will be set (4K and 5K only) and teachers will pick them up from the cafeteria.

Recess

- Schools will only have one grade level outside at a time for recess on all playgrounds with added supervision where needed.
- Students will wash hands/use hand sanitizer when they come in from recess. Each grade level will have specific playground equipment bins for limited supplies.
- Non-contact activities will be encouraged for students outside. Zones on the playground may be used if necessary, to limit interactions within the grade level.
- Indoor recess materials and supervision will be in the classroom with supervision from teachers and/or paraprofessionals.

Specials

- Specialists may be on a cart and rotate from classroom to classroom based on cleaning and/or space needs. This will be determined on an individual basis by building.
- Student school supply kits will be used in classrooms and brought to specials if needed.

Computer Lab

- Students and teachers will wipe down all computers, keyboards, and mice along with the table area and chairs before leaving the computer lab.

Hallway Movement

- Small groups and individuals will be escorted in the hallways to monitor route and contact with others.
- Hallway traffic plans will be implemented with visuals (arrows, signs)
- Lockers will be used
 - Middle school students will be allowed to carry backpacks throughout the day to discourage locker congestion
 - Middle school release times between each class will be staggered also

School Library

- Each library will have dated return buckets/carts. Materials will be held for at least 72 hours (3 days) before being handled by staff and re-shelved.
- Traffic flow guidelines for entrance, exit, and check-out line spacing will be considered and posted.
- Social distancing plans for seating will be in place for students using the library.
- Bookmarks and shared materials will be removed and stored.
- Consider pulling small selections of books from shelves, set out on display, and allow the youngest students to select from them for check out.
- Staff will limit student browsing from shelves, encouraging use of Alexandra (online catalog) to browse and request items.
- Teachers and literacy coaches will review read aloud video permissions and cite appropriately.

Special Education

- IEPs will continue to be held virtually.
- Special Education teachers will work with parents and students to encourage protective equipment and face coverings for students based on individual needs.
- Special Education teachers will continue to create transition plans in the event of additional school closures.
- Special Education staff will prioritize IEP Goals that received less than typical exposure in previous year during closure.

HIGH SCHOOL RESPONSE PLAN

Governance

- Focus on meeting the educational and social needs of all students by honoring the educational delivery model chosen by each family during registration.
- Prior to the School Year
 - Assure students have the necessary resources for the instructional model of their choice.
 - Communicate the re-opening plan to students, parents, staff, and community.
 - Emails
 - Letters to parents
 - Website
 - Provide teachers professional development opportunities to enhance virtual instruction to students and collaborate with the department on consistent virtual instruction within each department and each course.

Teaching and Learning

- Prior to the School Year
 - Teachers and content teams will use a consistent learning management system.
 - Teachers will be provided professional development opportunities to enhance virtual instruction to students and collaborate with staff members about consistent virtual instruction within each department and each course.
 - Beginning of the year staff meetings will be used to educate staff on the pandemic plan and expectations for student learning in both in school and in the virtual setting.
 - All desks/tables in classrooms will face in the same direction.
 - Physical Education classes will be conducted outside when weather allows.
- Guidelines and Expectations for Digital Learning
 - The Acellus platform will provide content for each course other than dual-credit and WEN courses. Teachers will have the ability to add supplemental material.
 - Standards and instruction are on pace with classroom instruction in the digital environment.
 - Digital learning expectations will be at the same degree of rigor as classroom instruction.
- During the School Year
 - Weight room will be deep cleaned each night.
- Lunch
 - Lunch will not be self-served by students. Instead, school personnel will distribute food items when needed.
 - School personnel will be used to sanitize lunch areas after each lunch period.

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- Teachers will review read-aloud video permissions and cite appropriately.

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- Special Education teachers will continue to create transition plans in the event of additional school closures.
- Special Education staff will prioritize IEP Goals that received less than typical exposure in previous year during closure.

School Operations

- Create unified back to school communication that outlines school process and procedures throughout the transitions of the upcoming year.
- Identify staff who are not returning and hire to replace.
- Complete revisions to master teaching schedule to reflect changes in arrival and dismissal, recess and lunch, and supervision to meet new process needs.
- Implement traffic plans for hallways based on building to aid in distancing and minimizing numbers of students gathering in areas.
- Meet with groups of staff during August in-service to review comprehensive plan for building:
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 - Specialists
 - Other professional staff
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 - Office staff
 - Custodial and maintenance
 - Food service (by building)
 - Bus drivers (by route)
- Communicate with specialists and professional staff which students need virtual instruction (specialists, interventionists)
- Teacher Guidelines and Expectations for Digital Learning
 - Standards and instruction are on pace with classroom instruction in the digital environment
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 - Online lessons will be made available. Lessons may be videotaped during instruction and shared among teams.
 - Digital learning expectations will be at the same level of rigor as classroom instruction.
- The district's responsibility is to offer a well-rounded education through either in person or virtual learning.
 - At home learning expectations will be the same as in school learning expectations with the same level of rigor for learning.
 - Students are responsible for completing all assignments and assessments by established due dates.
 - Students will log in to Acellus daily for virtual learning.
 - All students will have daily communication with the teacher through a variety of methods (in person, email, Acellus, etc...)
 - Parent agrees to be the learning coach and monitor schoolwork daily for virtual learning options.

- Students will be asked to bring locker items home on a daily basis should it become necessary for learning to be done at home due to pandemic conditions.

Technology

- Acellus will be used as the instructional platform for both in person learning and virtual learning.
- Teachers will be provided additional and ongoing training in Acellus.
- Limited sharing of supplies and electronic devices will occur at school with cleaning protocols after student use.
- Schools will work with the IT department to create a plan for device distribution at site level as requested by families to support virtual learning.

Transportation

- Follow all district recommendations for transportation.
- All buses will have a Department of Transportation approved barrier between students and driver installed.
- Seat behind the driver will remain empty.
- Driver will maintain student attendance, and seating charts.
- All buses will be sanitized after every route/trip.

FACILITY USAGE RESPONSE PLAN

The Crivitz School District Activities and Facilities Departments understand that the current COVID-19 pandemic presents a myriad of challenges when looking to open facilities back up for usage. We believe that being able to return to physical activity, athletic practices, competitions, and open gyms is essential to the physical and mental well-being of students and community members. While the risk of transmitting COVID-19 cannot fully be eliminated, we are recommending the following steps and precautions to be followed when opening our facilities to minimize the risk as much as possible.

Due to the increased risk of transmission from student/person interactions, closeness of the interactions, length of the interaction and the frequency of sharing of high touch of equipment and surfaces the district is recommending the following for facilities:

- All outdoor facilities will open for usage on July 1, 2020.
 - A facility usage form must be completed and submitted for the district.
 - Coaches/Supervisors must clean and disinfect equipment after use.
 - All participants must follow the recommended facility use protocol.
 - All participants must sign and hand in a waiver.
- Indoor facilities will remain closed and opening will be announced when the district believes that social distancing measures can be fully complied with and the district deems it safer to do so.

***A Facility Usage Form must be filled out and submitted to the district. Please contact/send a form to Jolene Huc (huc@crivitz.k12.wi.us).

General Guidelines (when possible):

- Promote behaviors to decrease spread
 - Thoroughly wash your hands with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 60% alcohol.
 - Wear a cloth face mask that covers your nose and mouth in public settings.
 - Cover your mouth and nose with a tissue when coughing and sneezing.
 - Students are expected to self-screen for COVID-19 symptoms prior to engaging in any extracurricular activities
- Maintain healthy environments
 - Clean and disinfect frequently touched surfaces and exercise equipment (including any type of ball).
 - Practice social distancing. Stay at least 6 feet away from non-household members. Heavy breathing with exercise or shouting likely increases the range of spread, so more distance with sport may be helpful.

COVID-19 Facility Usage Protocol

- It is mandated that all organizations requesting to use facilities in the Crivitz School District enforce the following protocol.
- Point of contact: Each organization needs to identify a point person for communication and questions.
 - This person will need to notify district representatives and health officials of any student or person with a COVID-19 positive test.

- This person will need to effectively communicate, while maintaining respect for health privacy, and there may be a need for certain groups to enter isolation if there is contact with a COVID-19 positive person.
- Pre-Participation Screening: No person, student, or coach that is sick or who has household contacts with COVID-19 should participate or enter the facilities.
- Transportation to and from facility/activity: Parent drop off and pick up strategies must be planned and staggered- to avoid a larger number of families, students or people arriving at the same time or congregating.
 - Parents or caregivers should remain in the car during drop off and pick up.
 - If students or persons have to walk across parking lots or parks, physical and social distancing should be followed for safety.
 - Facilities should not be scheduled back to back. There must be time in between groups to allow for participants to arrive/depart and to allow for coaches/supervisors to clean/disinfect all equipment.
- Food and Beverage: Every person or student should have his or her own individual water bottle and snack. No drinking fountains (bottle fillers will remain open), shared drinks/snacks, nor families distributing snacks.
- Cloth face coverings: Coaches, Supervisors, Adults and Officials are required to wear masks while using district facilities.
 - During practices and competitions, noisemakers may be used rather than a whistle.
 - Cloth face coverings are encouraged to be worn by students at all times except when engaged in physical activity.
- Sportsmanship: Avoid pregame and postgame handshakes and in game celebrations. Instead maintain sportsmanship with predetermined gestures like waving or “tipping a cap” with physical distancing.
- Locker room/Restrooms:
 - Locker room will be open for use
 - Only one team to use the locker room at a time.
 - Locker rooms will be cleaned after each use
 - It is recommended that only one person use the restroom at a time.

**Crivitz School District
Employee Health Self-Screening Form**



Name: _____

- This form must be completed before the start of each work day. It should be kept at home for ready access. Keeping sick individuals out of school is critical to controlling the spread of COVID-19. Do your part and self-screen before each and every work day.
- If you answer “YES” to any question, DO NOT come to work and notify your supervisor as soon as possible. Please consult your healthcare provider if you have signs and symptoms of COVID-19.

Complete before the start of each work day (Answer Yes/No)											
DATE	Have you tested positive for COVID-19 in the past 14 days? *	Have you recently been tested for COVID-19 and are awaiting results?	Have you been in close contact with a person confirmed to have COVID-19 within the last 14 days?	Are you experiencing a cough, shortness of breath or difficulty breathing or a sore throat?	Have you had a new loss of taste or smell?	Have you had new muscle pains or chills?	Have you had a new onset headache?	Have you had new nausea, vomiting or diarrhea?	Have you had a fever in the last 48 hours (>/= 100.4 F)?	Is your current temperature >/= 100.4 F?	DAILY TEMPERATURE

* If you have tested positive for COVID-19, but have met the Department of Public Health criteria for discontinuation of isolation-you are free of fever (without the use of fever reducing medication) for 72 hours AND 10 days have passed since symptom onset AND respiratory symptoms have improved- you may disregard this question.

**Crivitz School District
Student Health Screening Form**



Student Name: _____

- This form must be completed at home before the start of each school day. It should be kept at home for ready access. Keeping sick children out of school is critical to controlling the spread of COVID-19. Please screen your child(ren) before each and every school day.
- **If you answer “YES” to any question, DO NOT send your child to school. Notify school of the absence and reason/symptoms. This information will help us track illness in school. Please consult with your child’s healthcare provider if they have any signs or symptoms of COVID-19. See back side for illness school exclusion criteria.**

Complete before the start of each school day (Answer Yes/No)											
DATE	Have you tested positive for COVID-19 in the past 14 days? *	Have you recently been tested for COVID-19 and are awaiting results?	Have you been in close contact with a person confirmed to have COVID-19 within the last 14 days?	Are you experiencing a cough, shortness of breath or difficulty breathing or a sore throat?	Have you had a new loss of taste or smell?	Have you had new muscle pains or chills?	Have you had a new onset headache?	Have you had new nausea, vomiting or diarrhea?	Have you had a fever in the last 48 hours (>/= 100.4 F)?	Is your current temperature >/= 100.4 F?	DAILY TEMPERATURE

* If you have tested positive for COVID-19, but have met the Department of Public Health criteria for discontinuation of isolation-you are free of fever (without the use of fever reducing medication) for 72 hours AND 10 days have passed since symptom onset AND respiratory symptoms have improved- you may disregard this question.

How long should my child be out of school? This is a complicated question, hopefully the information below will help clarify the answer. When in doubt contact your school nurse to make sure it is safe to return after your child has any illness signs or symptoms.

If my child has a COVID-19 test done, should they stay home while awaiting results? Yes.

What if my student becomes sick (with any sign/symptom of COVID-19) but isn't tested for COVID-19?

They should stay home, in isolation, until they are feeling better and all the following have happened:

1. At least 10 days have passed since their symptoms started **and**;
2. They haven't had a fever (100.4°F or greater) in at least 72 hours without using any medication to lower fever **and**;
3. Their cough or breathing problems get better.

How long does my student need to stay home if they tested positive OR a doctor said they likely have COVID-19?

If your student has symptoms they should stay at home and away from others as much as possible until all three of the following have happened:

1. At least 10 days have passed since their symptoms started **and**;
2. They haven't had a fever (100.4°F or greater) in at least 72 hours without using any medication to lower fever **and**;
3. Their cough or breathing problems get better.

What if my student tested positive for COVID-19, but doesn't show symptoms (asymptomatic)?

They should stay home 10 days after the day they were tested and keep away from other people as much as possible. This is because even if they don't have symptoms, they can still spread the virus.

What if my student becomes sick but tests negative for COVID-19?

They should stay home until they are feeling better and they have not had a fever for 24 hours without using any medication to reduce fever. If they visit a doctor and they tell you your student has something other than COVID-19 (like the flu or hand, foot, and mouth) then you should follow the doctor's guidelines for exclusion requirements for that disease. Review the Wisconsin Childhood Communicable Diseases Wall Chart, P-44397 for additional information. <https://www.dhs.wisconsin.gov/publications/p4/p44397.pdf>

For additional information on "Returning to School after COVID-19" see this helpful resource:

https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/Returning_to_School_After_COVID-19.pdf

Cindy Kubicek BSN, RN, NCSN
Crivitz District Nurse
715-857-2721 ext. 347

SCHOOL DISTRICT OF CRIVITZ

– HOME OF THE WOLVERINES –

·DISTRICT OFFICE/HIGH SCHOOL·
400 SOUTH AVENUE
CRIVITZ, WISCONSIN 54114



·ELEMENTARY/MIDDLE SCHOOL·
718 HALL HAY
CRIVITZ, WISCONSIN 54114

Date: _____

Name: _____

Areas Visiting In Building: _____

Visitors are required to wear a cloth mask. Visitors are also reminded to frequently perform hand hygiene while in the building.

Health Screening Questions	YES	NO
Have you tested positive for COVID-19 in the past 14 days? *		
Have you recently been tested for COVID-19 and are awaiting results?		
Have you been in close contact with a confirmed COVID-19 patient within the last 14 days?		
Are you experiencing a cough, shortness of breath or difficulty breathing, or a sore throat?		
Have you had a fever in the last 48 hours (≥ 100.4 degrees F)?		
Have you had a new loss of taste or smell?		
Have you had new muscle pains or chills?		
Have you had a new onset headache?		
Have you had new nausea, vomiting or diarrhea?		

* If you have tested positive for COVID-19, but have met the Department of Public Health criteria for discontinuation of isolation-you are free of fever (without the use of fever reducing medication) for 72 hours AND 10 days have passed since symptom onset AND respiratory symptoms have improved- you may disregard this question.

Anyone answering yes to any of the above screening questions should leave the premises immediately. Please call your health care provider if you are experiencing signs and symptoms of COVID-19.

Signature: _____