



Table of Context

School Operations

Transportation
Site Screenings
Child Nutrition
Classroom Procedures
Recess
Athletics and Extracurriculars
Activities
Facility Cleaning and
Sanitation

Wellness

Health Concerning Covid-19
Mental Health & Wellness

Academics and Growth

Enrollment
Calendar
Remediation Plan
Training for Staff, Students, and
Families
Response to Disease Levels
Technology Plan
Instructional Models

According to the Center for Disease Control

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices (such as hand-washing, staying home when sick) and environmental cleaning and disinfection are important principles that are covered in this guide. Fortunately, there are a number of actions school staff can take to help lower the risk of exposure to and the spread of COVID-19 during school sessions and activities (Centers for Disease Control and Prevention [CDC], 2020).

One of the actions that can be taken to help lower the risk of exposure is the use of face coverings. Face coverings may be challenging for students (especially younger students) to wear in all-day settings such as school. Face coverings should be worn by staff and students (particularly older students) as feasible, and are most essential in times when physical distancing is difficult. Individuals should be repeatedly reminded not to touch the face covering and to wash their hands frequently. Information should be provided to staff, students, and students' families on proper use, removal, and washing of cloth face coverings (CDC, 2020).

Symptoms of COVID-19

People with COVID-19 have reported having a wide range of symptoms – from mild symptoms to severe illness. Children have similar symptoms to adults and generally experience mild illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

This list is not all-inclusive. Other symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea (CDC, 2020).

Universal Precautions Recommended by the CDC

Hand Washing

Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth with unwashed hands.

Physical Distancing

Avoid close contact by putting an appropriate distance between yourself and others. Remember that some people without symptoms may be able to spread the virus. Keeping an appropriate distance from others is especially important for people who are at higher risk of getting very sick.

Masks and Face Shields

Cover your mouth and nose with a cloth face cover or a plastic face shield when around others. You could spread COVID-19 to others even if you do not feel sick. Everyone should wear a mask or shield when they have to go out in public, for example to the grocery store or to pick up other necessities. Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove the mask without assistance. The cloth face cover or plastic shield is meant to protect other people in case you are infected.

Cover Coughs and Sneezes

If you are in a private setting and do not have your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash. Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with hand sanitizer that contains at least 60% alcohol.

Clean and Disinfect

Clean AND disinfect frequently touched surfaces throughout the day.

School Operations

Transportation:

1. All bus drivers and monitors will be required to wear a face-covering/mask and will be provided with gloves.
2. All buses will have touchless thermometers for temperature screening.
3. All bus riders will be required to wear a face-covering/mask and must have a temperature below 100 degrees F to ride.
4. All bus rider parents will be required to sign a contract stating they will assess their child's temperature and not place them at the bus stop if they have 100 degree F or higher.
5. Bus windows to be left open for airflow.
6. All field trips will be on hold until further notice.
7. Buses will be sanitized after each route has run with new Victory Sprayers and CDC approved disinfectant wipes.
8. In town bus routes may be added back to our bus fleet.
9. All inner-district travel will be eliminated. (site to site riders will need to make other arrangements.)

Site Screenings:

Staff / Student:

1. Staff will enter each site at designated point of entry.
2. Students will have a bus drop off entry point and car riders will have a separate entrance. Students will not be allowed to enter the site if running a temperature of 100 degrees F.
3. Temperatures will be taken upon entrance. Sites will have staff monitor entrance points and temperatures.
4. Face coverings/masks will be required by all staff and students upon entry to each site. Each site will have "mask free zones" and "mask required zones" to be determined by site administration. Further guidance from the OSDE could be coming on this topic.
5. One mask will be provided by LGPS and one or more should be purchased per student supply list for all students and staff.
6. No entrance will be allowed into any building prior to 7:30AM at any site.
7. Locations will be established to house students who may have symptoms or a temperature of 100 degrees or greater.
 - a. If a student's temperature registers 100, the student will be placed in the isolation room. The parent will be called for pick-up at this point.
 - b. The use of blankets, pillows, or other fabric will be prohibited.
 - c. Cleaning will occur upon the exit of the quarantined student/staff.

8. Parents will be notified if the student is symptomatic and schedule a pick-up time and location.

Visitor:

1. Visitors at each site will be prohibited unless special permission is granted by the site administration.
2. Visitors will be screened for temperatures and required to wear a face covering should an exception be made.
3. A list of questions will be posted and asked upon entrance at the site to assure visitors are asymptomatic.

Child Nutrition:

1. Breakfast/lunch locations will be determined by each site. This could be in the classrooms or in the cafeterias with social distancing being taken into consideration.
2. All leftover food will be disposed of.
3. No salad bar option will be available. This will be served on the serving line.
4. All desks and tables will be sanitized after each lunch period.
5. **No outside food deliveries will be allowed during the school day.**

Classroom Procedures:

1. Procedures will be adopted at each site for classroom sanitization.
2. It is recommended that classroom design is created to establish social distancing as much as possible.
3. Classroom doors will be left open.
4. Procedures will be adopted at each site to limit the number of students present in the hallways.
5. Promote good hygiene practices and handwashing.

Recess:

1. Playground equipment will be sanitized daily.
2. Each site will determine and set guidelines for the number of students participating in recess.

Athletics and Extracurricular Activities:

1. Guidelines for practice will be determined by the athletic director.
2. Sanitization of all equipment will be done on a daily basis.
3. Event guidelines will be determined by the current recommendations of the OSSAA and the CDC.

Facility Cleaning and Sanitization:

1. Each site will have a checklist and a timeline of completion for daily sanitization practices.
2. Sanitization stations will be set up at the entrance of each facility and in the common areas.
3. Additional custodial staff are being hired and additional custodial and maintenance staff trainings are being provided.
4. Necessary equipment will be provided at each facility for proper cleaning and student safety:
 - a. Touchless thermometers
 - b. Electro-static Victory Sprayers
 - c. CDC approved disinfectant
 - d. Hand sanitizer/disinfectant wipes
 - e. Drinking fountains will be covered and replaced by bottle fill stations.
 - f. Plexiglass shields
 - g. Gloves
 - h. Staff face coverings

Wellness

Health Concerning COVID-19

If a staff member or student tests positive:

1. If a staff member or student is confirmed as a positive case of COVID the site shall immediately inform the Central Office. A representative from the Central Office will then notify all appropriate agencies. A designated member of the administration team will contact all known contacts of the patient via the most effective means of communication.
2. The site shall identify and close the area of the building where the individual spent more than 30 minutes. Wait for at least 24 hours, or as long as possible, before staff disinfects the area with approved cleaners.

3. LGPS, along with health officials, will determine if school closure is warranted and what additional measures the school must take to contain exposure.

Return to School Criteria:

1. **UNTESTED**: Have not received a test proving or disproving COVID-19, but did experience symptoms may return if all 3 conditions below are met
 - At least 10 calendar days have passed since symptoms first appeared, **AND**
 - Fever free (without the use of fever-reducing medication) for 72 hours, **AND**
 - Symptoms have improved
2. **TESTED AND AWAITING RESULTS**: Persons who are suspected of having COVID-19 and are awaiting test results should be isolated at home until test results are received.
3. **POSITIVE RESULT**
 - Symptomatic Cases*** may return if the following conditions are met:
 - 10 Calendar days have passed since symptoms first appeared, **AND**
 - Fever free (without the use of fever-reducing medication) for 72 hours, **AND**
 - Symptoms have improved
 - Asymptomatic Cases*** may return if the following conditions are met:
 - 10 Calendar days have passed since the date sample was collected, **AND**
 - Symptoms have not developed
 - If symptoms develop during the 10 isolation period, then follow the above criteria for symptomatic cases with a new isolation period starting from the day symptoms started.
4. **NEGATIVE RESULT**
 - Known exposure to a COVID-19 case - must be quarantined for 14 days. A negative test result within the 14 day quarantine period does NOT change the quarantine period, therefore, the person must finish their 14 days.
 - No known exposure to a COVID-19 case- may return to work or school

Once the above requirements are met, parents are expected to accompany their student(s) to the site office to be cleared to return to class.

Other Students and Staff in the Household

- If a student/staff member is excluded from school due to a positive COVID-19 test, other students and any staff members living in that same household are considered close contacts and will be excluded from school for a mandatory 14 day quarantine period, which begins after their last exposure to the case.

- If a student/staff member is excluded from school due to being identified as a close contact, then other students and any staff members living in that same household are considered contacts of a contact and do NOT need to be excluded from school unless they were also identified as a close contact of a case.

Mental Health & Wellness:

1. Behavioral Health Aides are placed to assist with students' mental health needs. This is in partnership with Grand Lake Mental Health.
2. Each site will continue monthly meetings with mental health professionals to discuss students receiving services, referrals, and students needing mental health supports.
3. Continuation of the following:
 - a. Collaboration with Grand Lake Mental Health
 - b. Safe and Healthy site meetings
 - c. Utilization of the district school-based social worker
 - d. District counselors will provide counselling as needed.
4. Provide resources for staff self-care:
 - a. Health Choice benefit for mental health services
 - b. Professional Development for stress and mental health
 - c. Site team building activities and supports

Academics and Growth

Enrollment:

1. All enrollment forms are found on the PowerSchool student portal

Calendar:

1. LGPS will be adopting a new calendar which includes the following:
 - a. Front-loaded professional development to address the following:
 - i. Learning Management System integration – SeeSaw, Google Classroom
 - ii. Content Management System - Accelus
 - iii. Supplemental resources for online learning
 - b. Built-in virtual learning days for practice.

Remediation Plan:

1. Assessments - to be completed by September 1st
 - a. K-3 reading - NWEA Map / Literacy First / RSA plans
 - b. 4-8 reading - NWEA Map
 - c. K-8 math - NWEA Map
 - d. 9-12 -Beginning of the Year Benchmark Test
2. Remediation
 - a. Each site will develop a 6-week plan for reviewing core area standards missed during the closure.
 - b. PLC teams will work to restructure pacing for the remainder of the school year. Power standards will be a focus while designing the pacing.
 - c. Skill and intervention groups will be established based on BOY assessments and held during the following periods:
 - i. K-3 WIN (What I need) Time / Classroom small groups
 - ii. 6-8 - Daily Pirate Power Intervention Time
 - iii. 9-12 - Daily Pirate Time Remediation and Intervention
 - d. K-8 - Following initial assessments, students will have 24 hour access to individual learning paths through Study Island and/or ExactPath.

Training for Staff, Students, and Families:

1. Staff needs:
 - a. K-5 Seesaw Training - July 8th and 14th
 - b. 6th-12th Google Classroom Training - July 9th
2. Student needs:
 - a. District-wide on-site student training:
 - i. Email
 - ii. Powerschool
 - iii. Seesaw, Google Classroom
 - iv. Digital Citizenship
 - v. Proper care and use of tech devices
3. Family needs:
 - a. Tutorial videos will be linked on SeeSaw, Google Classroom.
 - b. Instructional documents will be posted on SeeSaw, Google Classroom.
 - c. Open House (virtual option if needed)

Response to Disease Levels:

Level 1: We anticipate opening at this level on August 13th and reassessing conditions after Labor Day.

- No positive cases of COVID-19 on campus
- No directives from local and/or state agencies to reduce capacities
- School is fully open with COVID-19 well-being protocols in place.
- LGPS will offer parents the option of either in-person instruction or virtual program (semester-long commitment).

Level 2: The increased threat of COVID-19 and or reduced capacity mandated.

- A distance learning model will be implemented if the following occur:
 - Health or government officials require reduced capacities
 - The threat has increased due to confirmed or suspected cases on campus
 - LGPS officials determine that a reduced capacity is needed beyond what is possible with the number of students present for the in-person model.
- Students previously in the in-person track will transition to a distance learning model.
- Students previously on the virtual track will remain in the virtual model.
- The distance learning model will consist of 2 days of in-person instruction and 2 days of at-home virtual instruction.

Level 3: Virtual learning for all students due to the increased threat of COVID-19 and/or mandated closure.

- 100% virtual learning platform will be implemented if:
 - Health or government officials direct schools to close in order to mitigate COVID-19 transmission.
 - LGPS officials determine that closure is needed.

Technology Plan:

1. District-wide one-to-one technology
 - a. iPads for grades K-1
 - b. Chromebooks for grades 2-12
2. Connectivity
 - a. Increased wifi expansion
 - b. Hot spots provided based on district established criteria for need
3. Instructional Technology
 - a. Single-Sign-On: Class Link
 - b. Learning Management System: SeeSaw, Google Classroom
 - c. Content Management System: Accelus
 - d. Assessment and Remediation Systems: NWEA Map Assessment, Literacy First, Study Island, Reading Eggs, ExactPath

Instructional Models:

<p align="center">Option #1 ALL ON-SITE</p> <p align="center">Traditional Classroom Setting</p>	<p align="center">Option #2 ONLINE & ON-SITE</p> <p align="center">Distance Learning</p>	<p align="center">Option #3 ALL ONLINE</p> <p align="center">Virtual/Online Education</p>
<ul style="list-style-type: none"> ● Remain an LGPS student ● In-person learning, conversations, and engagement ● Social interaction with peers and staff for preparation of living in a connected world ● Immediate access to learning commons (library/media center) ● Learning Management System (LMS) – SeeSaw, Google Classroom connects all teachers, students, and parents for seamless learning transitions ● 24-7 online access to submitted and/or graded assignments ● Technology provided ● Participate in school-sponsored activities and programs <p>All students automatically enrolled in Option #1</p>	<ul style="list-style-type: none"> ● Remain an LGPS student ● Content Management System (CMS) used for easy transition between a traditional classroom setting and distance learning ● SeeSaw, Google Classroom (LMS) connects all teachers, students, and parents for seamless learning transitions ● 24-7 online access to submitted and/or graded assignments ● Technology and internet provided, as needed ● Participate in school-sponsored activities and programs <p><i>*This option is for short-term illness/absence due to a health-related reason. Doctor documentation must be provided and parents must contact the site for further instruction.</i></p> <p>Contact your building principal for more info on Option #2.</p>	<ul style="list-style-type: none"> ● Remain an LGPS student ● Available for all students, grades K-12th ● Accessible anywhere ● Flexible schedule ● 24-7 online access to submitted and/or graded assignments ● Supervised by LGPS certified teachers ● Communication between teacher and parent, with regular updates provided ● Technology and *internet provided, as needed ● Participate in school-sponsored activities and programs, <i>as long as the student is enrolled in one hour during the regular school day and physically on campus during the class period.</i> <p>Contact your building principal for more info on Option #3 at elcvirtual@lg.k12.ok.us, uppervirtual@lg.k12.ok.us, msvirtual@lg.k12.ok.us, or hsvirtual@lg.k12.ok.us</p>

****This plan is subject to change based on local, state, and federal recommendations for health and safety.***