

ST. ANTHONY-NEW BRIGHTON

SCHOOL DISTRICT

*Safe Return to
In-Person Learning plan*



Updated: 6/9/2021

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Introduction

In March 2020, St. Anthony–New Brighton School District (SANB) closed its school buildings to students due to the COVID-19 outbreak and the governor’s Emergency Executive Order 20-02, issued March 15, 2020. For the remainder of the spring semester and during the 2020-21 school year, students engaged in different learning models (Distance Learning, Modified Hybrid Learning, Full Hybrid Learning and On-Site Learning) depending on the local infection rate of COVID-19.

In planning for the coming school year, the district’s Local Incident Team will follow the Minnesota Department of Education (MDE), Minnesota Department of Health (MDH) and Center for Disease Controls and Prevention (CDC) guidelines when possible.

The Safe Return to In-Person Learning Plan is based on current public health recommendations at the time this document was developed, which include:

- Wear face masks or coverings
- Screen for COVID-19 symptoms
- Practice good hygiene protocols including hand washing, cleaning, and disinfecting
- Contact tracing and quarantine
- Efforts to provide vaccinations to school communities

This plan takes into account CDC guidelines, MDH guidelines, and MDE requirements in order to provide a safe place for students to learn and staff to work. This document will be updated periodically to reflect any changes from CDC, MDE and MDH.

Taskforce

St. Anthony - New Brighton School District has formed a Local Incident Team (LIT) to work on the modifications needed to provide a safe and healthy environment for students and staff.

Renee Corneille, Superintendent	Phan Tu, Director of Finance and Operations
Laura Oksnevad, School Board Chair	Hope Fagerland, Director of Student Services
Jackie Weber, Parent	Lori Watzl-King, COVID-19 Program Coordinator
Mageen Caines, Parent	Mark Gibbs, Building Engineer
Nancy Terry, Union President	Stephen Gingerich, Parent
Traci Adams, Administrative Assistant	Wendy Webster, Director of Community Ed
Ava Kalenze, student	Amy Kujawski, Principal
Justin Sawyer, Principal	Cassandra Palmer, School Board Vice Chair
Linda Amundsen, Food Service Cook Manager	

Lori Watzl-King serves as the COVID-19 Program Coordinator for each building and the point of contact for all COVID-19 related matters in the district. She is also responsible for coordinating with local health authorities regarding positive COVID-19 cases. All school staff and families will be provided with her contact information, and it will be included on COVID-19 related communications. The COVID-19 Program Coordinator will communicate concerns, challenges, and lessons learned related to COVID-19 preventive activities as needed with staff, students and their families, school and district leadership, and local health officials.

Regional Support Teams

Regional Support Teams have been established in partnership with MDE, MDH and the regional service cooperatives. The formation of Regional Support Teams will assist school districts in receiving responses to situations in a timely fashion.

When questions arise, Dr. Renee Corneille, Superintendent, will reach out to the Team lead. The Team lead will then communicate with MDH regarding the situation to provide solutions to the district. They can assist with overall questions and concerns as a MDE and MDH partner, provide updates on parameters, and assist with contact tracing and testing events.

St. Anthony-New Brighton School District's Regional Support Team lead is Metro ECSU and is available at <http://www.metroecsu.org>.

Communication Methods

The District will release regular communication updates in the following ways:

- Website: isd282.org
- SwiftK12 (emails, texts, voice messages)
- Twitter

The District works with professional translators and interpreters to provide communications in multiple languages, as needed.

The District will continue to include updates on the website to inform staff, students, parents, and the public. In addition, the District will continue to update the COVID-19 Response Plan on the website. Written documentation will be available at the District Office for parents who do not have internet access.

SwiftK12 will provide parents and staff with immediate updates when necessary.

Posters will be present within the facility, including at the following locations:

- At handwashing sinks to remind building occupants of good handwashing practices
- On entry doors to remind people who have symptoms not to enter

Mental Health & Wellness

The COVID-19 pandemic is causing stress, fear, and anxiety for many people. The District will provide staff, families, and students (age-appropriate) with information on how to access resources for mental health and wellness.

St. Anthony-New Brighton School District has the following mental health professionals available:

- Two School Psychologists, District-wide
- Wilshire Park: school counselor, Lee Carlson School Based Mental Health Therapist
- St. Anthony Middle School: school counselor, Lee Carlson School Based Mental Health Therapist
- St. Anthony Village High School: 2 school counselors, Lee Carlson School Based Mental Health Therapist
- Staff Resources: The district has employee assistance programs staff can use; information is distributed through Human Resources.

Reporting Methods

St. Anthony-New Brighton School District will request parents, guardians and staff to self-report if they or their student have COVID-19 symptoms or a positive test. Anyone who is not fully vaccinated and has been in close contact with someone with COVID-19 should also report to the district.

Parents, guardians or students will report COVID-19 symptoms or cases to the district COVID-19 email (covidhealth@isd282.org) or attendance line. District Health Services will review student cases.

Staff members will report to the district COVID-19 email (covidhealth@isd282.org). The COVID-19 Coordinator may consult with the individual’s supervisor to determine actions.

Training and Education

The following staff categories have received training on the Restart Blueprint in the specific areas listed below. Records of training for the staff categories are located in the district office.

<p><u>Maintenance, Custodial, and Nutrition Services Staff</u></p> <ul style="list-style-type: none"> ● Currently known COVID-19 Facts ● Cleaning Methods and Schedule ● Employee Right-to-Know ● Personal Protective Equipment (PPE) ● Districts Restart Blueprint Overview ● Identifying Symptomatic Students ● Face Coverings ● Daily Health Screening 	
<p><u>All Other Staff</u></p> <ul style="list-style-type: none"> ● Currently Known COVID-19 Facts ● Overview of the Custodial Cleaning ● Employee Right-to-Know/PPE ● Receiving Items from Home ● Districts Restart Blueprint Overview ● Identifying Symptomatic Students ● Face Coverings ● Daily Health Screening ● What to do if Staff Feel Ill ● Hand Hygiene and Glove Use ● Vehicle Disinfection (Van Drivers only) 	<p><u>Parents & Guardians</u></p> <ul style="list-style-type: none"> ● Districts Restart Blueprint Overview ● Transferring Items from Home to School, if applicable to the building ● Scheduling Changes ● Face Coverings ● Daily Health Screening of Students <p>* The district will send home the MDH COVID-19 Decision Tree to assist with symptom identification.</p>

Cross-Training and Absence Planning

St. Anthony-New Brighton School District is preparing for absences of staff members by cross training in the following ways:

- Additional staff throughout the district have been trained to be health aides.
- The Business Office is cross-trained within the department.
- In order to prepare for the possible need for more substitute teachers/positions, the District will assign applicable Google Classroom training to substitutes.

The District is preparing for absences of essential staff members by cross training. Backup staff members have been assigned for essential roles, shown below.

Role	Main	Backup
Communications	Wendy Webster	Janet Kimmel
Facilities	Troy Urdahl	Mark Gibbs
COVID-19 Coordinator	Lori Watzl-King	Renee Corneille and Wendy Webster
District Nurse (RN)	Lori Watzl-King	Substitute Nurse
Superintendent	Renee Corneille	Wendy Webster or Troy Urdahl
Special Education	Hope Fagerland	Jenny Kuykendall
Athletics	Troy Urdahl	Kelly Woods
Nutrition Services	Angela Richey	Maria Anderson
Transportation	Troy Urdahl	Phan Tu
Individual Schools	Principal	Building Secretary or Dean

The District is planning to remain as flexible as possible to accommodate staff and students, while following individual Union Contracts.

Screenings

MDH requires people to be screened when entering the building. The MDH COVID-19 screening poster will be posted at building entrances to remind people who enter the building the symptoms of COVID-19.

St. Anthony – New Brighton School District will require everyone to complete a daily symptom screening prior to entering the school buildings. Parents will be completing a symptom screening on the Student Information System (Skyward - Family Access) before sending their child(ren) on the bus or to school. Students arriving at school who have not been screened will be sent to the Health Office to complete a screening. All staff members will be completing a symptom screening on the Business System (Skyward - Employee Access) before entering the buildings. There will be a Chromebook available at the entrance of each building for employees to complete the symptom screening if they haven't already completed it.

Community Expectations

Hand Washing

Proper hand washing practices are very important to reduce the spread of any viruses. Posters will be placed at all sinks to remind everyone of good hand washing practices.

Hand sanitizer will be provided in elementary school entrances, building office areas and the lunch lines only; hand washing will be encouraged. Hand sanitizer will be provided throughout the High School/Middle School building. Hand washing is more effective than hand sanitizer in reducing germs. However, in instances where handwashing is not readily available, hand sanitizer can be used. Visibly dirty or greasy hands should still be washed as soon as feasible. Custodial staff will check hand sanitizer and hand washing supplies during each daily cleaning of the area.

Teaching staff are expected to encourage proper hand washing with all students.

Face Coverings

Students, staff and all visitors inside school buildings and district offices are required to wear a face covering. Face coverings may be temporarily removed in situations where it is difficult or impossible to wear a face covering, provided that physical distancing is maintained, including; when eating or drinking, when staff are working alone, and when outside. The school district will maintain a supply of face coverings for students or staff who forget to bring them.

During instruction time, teaching staff may choose to wear a plastic face shield. Both options will be provided to staff, along with instructions on proper use and cleaning. A face shield (a clear plastic barrier that covers the face) allows visibility of facial expressions and lip movements for speech perception and may be used as an alternative to a face covering in the following situations:

- Among students in Kindergarten through 8th grade, when wearing a face covering is problematic.
- By teachers (all grades), when wearing a face covering may impede the educational process.
- For staff, students, or visitors who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.
- For staff providing direct support student services, when a face covering impedes the service being provided.

For optimal protection, the face shield should extend below the chin anteriorly, to the ears laterally, and there should be no exposed gap between the forehead and the shield's headpiece.

Students in grades Kindergarten- Grade 12 will be required to wear face coverings (such as cloth face masks, bandanas, or neck gaiters) when inside school buildings. Face coverings must follow the district's dress code policy. Students in Kindergarten to Grade 8 may use a face shield instead of a face covering if wearing a face covering is otherwise problematic for the student. Additionally, any student may wear a face shield if they are unable to tolerate a face covering due to a developmental, behavioral, or medical condition. This will be documented in the student's Individualized Education Plan (IEP) or 504.

MDH face-covering guidelines should be followed when wearing coverings. This includes washing hands before wearing, washing hands after taking off, not touching the covering repeatedly, and keeping it clean. The District will send home the CDC guidance document on how to safely wear face coverings.

It is not recommended that masks be worn by anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance. They are also not recommended for children who cannot manage them on their own and are not to be used on children under the age of two years old.

The CDC does not recommend that N95 respirators be used by individuals at this time, other than healthcare workers with direct exposure to patients; however, employees may choose to wear these. When respirators are used voluntarily in the workplace, OSHA requires that voluntary user information form regarding respirator use be signed by that individual.

Facilities

Physical Barriers

The District has installed barriers on reception desks at the entrance to each building.

The District strongly encourages online payments for submitting lunch money. There is a non-contact drop box for lunch money, forms, medical records, applications, etc. to be deposited or delivered in the entryways of each building.

Gatherings and Visitors

The District will be limiting non-essential building visitors during school hours. It is also encouraged that student drop-off and pick-up occur outside the building, rather than inside.

Ventilation Systems

Ventilation systems are assessed regularly to determine they are operating properly. Dampers are opened to bring in as much outdoor air as possible. If portable ventilation equipment, such as fans are used, precautions must be taken to limit the air from blowing from one person directly to another to reduce the potential spread of any airborne or aerosolized viruses.

Space Considerations

Playgrounds

Playgrounds will remain open. Students will be directed to wash hands before and after playground use.

Computer Lab

If the labs are approved for use, the high touch surfaces will be disinfected between each class by the instructor and as much space as is feasible will be maintained between individuals in the classroom. The space may be used for other purposes when computer lab based classes are not taking place in the lab.

Library

The library will be open to students and students can check out books. Returned books will sit for 24 hours prior to being placed back on the shelf. The district will also have e-books available for checkout. Students use hand sanitizer when entering and leaving the library.

Technology

Each student in grades 3-12 will have their own chrome book, and each student in grades K-2 will have their own iPads, which will eliminate the need for sharing. When they are distributed, parents/guardians/students will receive instructions for cleaning.

The copy area for staff will remain open and in-use. Those using the machine will be provided an alcohol wipe to clean when done. A poster reminding employees of the need to clean after each use will be posted.

Hand sanitizer will be provided to use on shared technology.

Gymnasium

If the gymnasium is used, students will wash their hands before and after class. Activities will take place outside when weather permits. Class activities that involve minimal equipment will be encouraged.

Locker Rooms

Locker room spaces will be routinely cleaned and all users will follow COVID protocols for safety, including hand washing and social distancing and use of masks as required.

Athletics: Sporting Events, Fitness Centers, Pools

St. Anthony-New Brighton School District follows the MDH document, *COVID-19 Sports Guidance for Youth and Adults (5/28/2021)*., as well as Minnesota State High School League (MSHSL) directions

Each athletic program is required to have a specific safety plan. Dr. Troy Urdahl, Director of Athletics, Activities and Facilities for St. Anthony-New Brighton School District, maintains records of safety plans for each athletic team or activity.

The plan has been shared with all of those involved in high school athletics and activities.

The fitness center will be open, with social distancing and disinfecting measures in place.

Classrooms

Classrooms will be limited to essential teaching tools. Limiting the number of personal items in the classroom will lighten the cleaning load of the custodial staff. During this time, non-standard furniture

(couches, chairs, bean bag chairs, etc.) will not be allowed in the classroom as they present cleaning challenges, unless required by a student's Individualized Education Plan (IEP).

Floor time will be permitted. Spots on the rug will be assigned to students to promote social distancing, as feasible. Students will wash their hands after floor time.

Desks will be spaced as far apart as feasible facing the same direction. Additional spaces, such as the cafeteria and auditorium may be used as much as possible to increase space between individuals. Extra furniture will be removed from classrooms.

Drinking Fountains

Students and staff will be encouraged to use individual water bottles. Cups will be provided for students who do not have a water bottle. No-touch motion detector bottle fillers use will be encouraged and will be added to the cleaning schedule for custodial staff.

Cafeteria

Cafeterias will remain open. Social distancing will be encouraged as much as feasible. In order to contact trace, elementary students will sit with their classmates and middle/high schools will have assigned seating.

Nurse's Room/Isolation Areas

In the health office, the Middle School and High School will utilize their larger cot room as an isolation room. A second cot room is to be used as a non-sick area for students needing observation for injury-related health concerns.

A split door will be installed at the Wilshire Park Health Office and the Middle and High School Health Office to keep this area as clean as possible.

At Wilshire Park, the back area of the health office will be used as the isolation area. A transparent curtain or plastic barrier will be utilized to separate the space between this area and the health office.

Medication and first aid may be provided via first aid carts in other locations.

High School Commons Area

The High School Commons Area will be open for use with social distancing encouraged.

Arrival and Dismissal

Entrances/exits and schedules will be staggered as feasible. Social distancing will be implemented as feasible.

Transportation

Student transportation will follow MDE and MDH guidelines. Students will be seated as far apart as feasible.

Cleaning and disinfecting is to be performed between all routes by bus drivers with CDC approved cleaning supplies.

Parents will be completing a symptom screening on the Student Information System (Skyward - Family Access) before sending their child(ren) on the bus. Bus Drivers will be completing a symptom screening prior to starting work each day. Anyone experiencing symptoms of COVID-19 or have been exposed to someone positive for COVID-19 must stay home and not board transportation.

All persons driving or riding in a school transportation vehicle must wear a face covering.

Families will be encouraged to walk, bike, or drop-off students.

Facility Cleaning Methods and Considerations

Cleaning Considerations

The District has prepared in-depth cleaning practices to prevent the exposure of COVID-19.

Key elements include:

- Custodial Staff will utilize QT Plus, which is an approved disinfectant on Environmental Protection Agency List N: Disinfectants for Use Against SARS-CoV-2.
- The surface must remain wet for 10 minutes.
- The SDS states that the following PPE should be worn when using this product: protective gloves, protective clothing, eye protection, and face protection.
- The Safety Data Sheet is available to staff via MSDSonline:
 - Access to Materials Safety Data Sheet (MSDS) only is located under the “STAFF” section of the district website. Staff should click “MSDS” to go to the district MSDSonline website and use the password “ISD282”.
- The containers are pre-labeled with Globally Harmonized System (GHS) compliant labels.
- Staff have received training on good cleaning practices and Employee Right-to-Know. Records are located at the District Office.

When technology items are needing to be cleaned, alcohol wipes will be utilized to prevent damage to the equipment.

Spray bottles filled with food safe sanitizer and alcohol wipes will be in every classroom for teachers to use for cleaning of hard surfaces and technology items. Teachers will not need to wear gloves or any type of protective clothing to use these products.

Routine Cleaning

MDH and CDC recommend routine cleaning and disinfection occur to assist in prevention of the virus spread. The District accomplishes this through routine cleaning of high touch points per CDC guidelines.

Internal custodial staff who complete routine cleaning follow these recommendations:

1. Wear chemical-resistant gloves and safety goggles.

2. If the surface is visibly dirty, clean using soap and water.
3. Disinfect surfaces using disinfectant provided and paper towels and or disposable scrub pads. The product needs to remain wet on the surface for the designated amount of time.
4. Use a garbage bag for waste. When full, place garbage in the dumpster.
5. Remove gloves, then wash hands thoroughly with warm water and soap for at least 20 seconds.

Cleaning with Suspected or Confirmed Case of COVID-19

MDH and CDC recommend additional cleaning measures take place should there be a known or suspected COVID-19 case within the building. Cleaning occurs in all locations where that person was present. The CDC recommends proceeding with regular cleaning if you receive this information seven days or more since the person has been in the building.

Custodial staff complete the cleaning sequence below if there is a suspected or confirmed case:

1. Vacate the area. Leave windows open for circulation, if feasible.
2. Allow the space to ventilate for at least 24 hours or more, if feasible, before cleaning.
3. Wear chemical-resistant gloves, clothing coverings, and safety goggles.
4. If the surface is visibly dirty, clean using soap and water.
5. Disinfect surfaces using disinfectant provided and paper towels and/or disposable scrub pads. The product needs to remain wet on the surface for the designated amount of time.
6. Use a garbage bag for your waste. When full, place garbage in the dumpster.
7. Remove gloves and then wash hands thoroughly with warm water and soap for at least 20 seconds. Clothing coverings should be removed immediately after cleaning/disinfecting and placed in an airtight plastic bag; these items can be laundered later.

Special Cleaning Considerations

Toys

During this time, toys in classrooms that cannot be cleaned and sanitized will not be used.

After toys are used, they are placed in a separate bin and cleaned by Community Services Staff. Toys will be cleaned using the method below.

Clean in the dishwasher, sanitize with an EPA-registered disinfectant, rinse again, and air dry.

Transportation

Vehicles and busses used to transport staff and students need to be cleaned after every trip. The district's cleaning method will be used. Bus drivers will receive training on proper cleaning practices and will be provided with cleaning supplies and PPE.

Handling Suspected or Confirmed Cases

St. Anthony-New Brighton School District will proceed as follows with suspected or confirmed cases:

- The person will be separated and held in the designated isolation area until they are able to be picked up by a parent or guardian
- While waiting they will be under visual supervision of a staff member
- The staff member and person waiting will be required to wear face masks, unless either person is unconscious, has trouble breathing or is incapacitated

- Cleaning steps outlined in the cleaning section will be followed, ensuring that communal spaces such as restrooms and copy rooms the person used are included
- Renee Corneille, Superintendent, will notify the local Team lead of confirmed student or staff COVID-19 cases.
- The School District will update the COVID-19 dashboard on the district website when someone at the district has a lab-confirmed case of COVID-19. For privacy reasons, the School District cannot share details about the status of the individual.
- The school district will work with the department of health to identify close contacts to that individual.
- Any staff or students who are identified by MDH case investigation as having had close contact with the infected person will be notified separately with instructions.

If it is determined that the person is in need of transportation home, Health Services will contact parents or guardians of the student to transport an ill student home. Parents or guardians are required to arrange for transportation home within 60 minutes of notification. If medical care is needed, 911 will be called.

Testing

Testing may be necessary depending on situations that may arise. MDH has provided guidance on who should get tested below.

- Anyone who has any symptoms, even if they have had COVID-19 before or are fully vaccinated.
- Anyone not fully vaccinated who has been close to someone who tested positive for COVID-19. It's best to get tested at least five days after the last time you were close to the person with COVID-19.
- Anyone who is not fully vaccinated and has attended a high-risk activity, such as a large indoor gathering or outdoor event where people are not masked or you are not able to stay 6 feet apart.
- Anyone who is not fully vaccinated and works in close contact with a lot of people, including teachers, child care providers and coaches.
- Anyone who is not fully vaccinated and participating in in-person learning, extracurricular activities, or sporting activities.
- Should large scale testing be needed for staff and students, the State of Minnesota will assist by providing at-home tests to staff and students utilizing a courier service to transport samples to the laboratory.

Quarantine

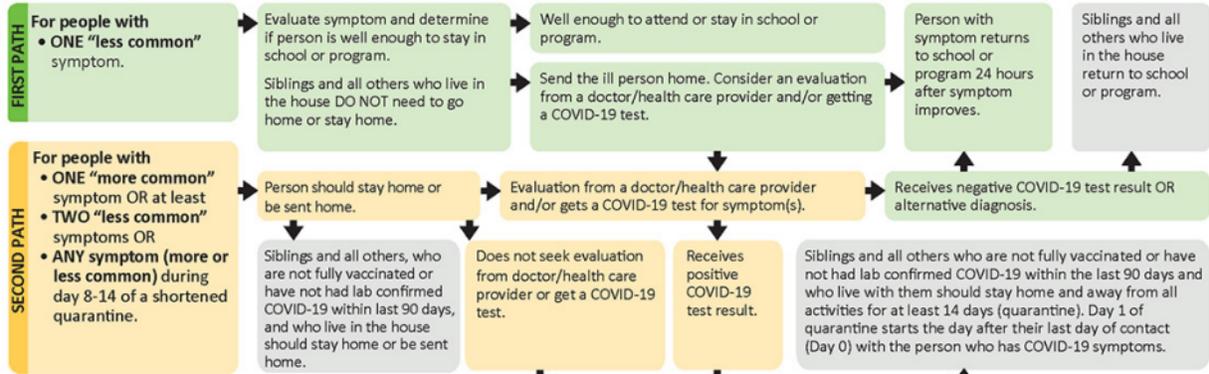
The district will follow a shortened quarantine period of 10 days for unvaccinated students and staff who have close contact with a person with COVID-19.

The COVID-19 Decision Tree shown below will be use for all students and staff who have COVID-19 symptoms regardless of vaccination status.

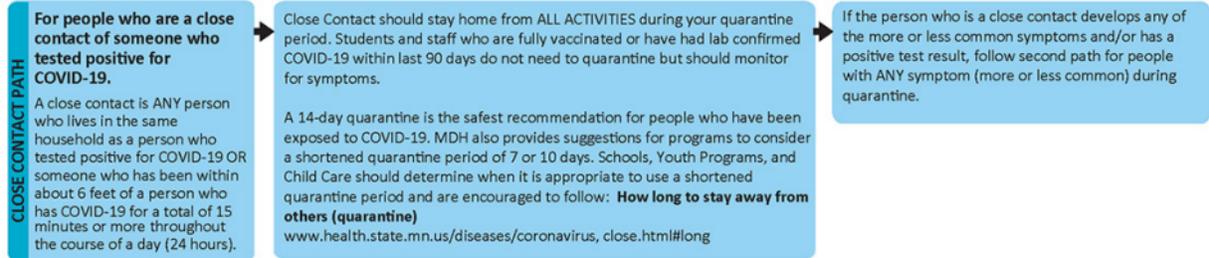
Recommended COVID-19 Decision Tree for People in Schools, Youth, and Child Care Programs

Settings are encouraged to follow the appropriate path if a child, student, or staff person – regardless of vaccination status – is experiencing the following symptoms.

- **More common:** fever of 100.4 degrees Fahrenheit or higher; new cough or a cough that gets worse; difficulty/hard time breathing; new loss of taste or smell.
- **Less common:** sore throat; nausea; vomiting; diarrhea; chills; muscle pain; extreme fatigue/feeling very tired; new severe/very bad headache; new nasal congestion/stuffy or runny nose.



If the person tests positive for COVID-19 and has symptoms they should stay at home and away from others who live in the house (isolation) for at least 10 days from the time the symptoms started and until symptoms have improved and they have had no fever for 24 hours without using fever-reducing medications. If they have no symptoms but test positive, they should stay home for 10 days counting from the day they were tested.



Minnesota Department of Health | health.mn.gov | 651-201-5000 | 625 Robert Street North PO Box 64975, St. Paul, MN 55164-0975
 Contact health.communications@state.mn.us to request an alternate format. | Updated 5/27/2021

Vaccinations

The district will continue to partner with local organizations in order to provide Covid vaccinations to school communities.