

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation



Safe for students.
Safe for staff.
Safe for our community.

Document Version 8.11.20
Board-approved 7.13.20
Board-approved update 8.10.20

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Executive Summary



The Vigo County School Corporation's School Re-Entry and COVID-19 Mitigation Plan is a thorough, detailed plan and will evolve in response to COVID-19's spread. Please read the entire plan for more information on these main points.

Parent/caregiver survey data (>65% response rate):

We gave five potential scenarios, and parents/caregivers indicated their comfort with each.

Masking

62.7%

Comfortable with universal masking

53.7%

Comfortable with staff-only masking

44.3%

Comfortable with no masking

Learning

58.3%

Comfortable with hybrid in-person/remote learning

49.6%

Comfortable with remote-only learning

Highlights of plan:



Options for students who do not want to return in-person.



Symptom-based method for school exclusion, with at-home screenings.



Distancing of 6 ft. when possible.



Assigned seats on buses, masks, open windows, and distancing when possible.



Masking required.



Enhanced sanitation procedures, accessible sanitizer, time for handwashing

This plan was developed through multiple conversations with each Vigo County School Corporation employee group and with guidance from the Vigo County Health Department and other local healthcare leaders.

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Guiding Values



The Vigo County School Corporation's School Re-Entry and COVID-19 Mitigation Plan aligns with the newly-developed strategic plan values.

- **We are committed to always asking/answering: "What is in the best interest of each student?"**
Our plan allows for a safe return to school for all students, regardless of the level of risk to them or family members.
- **Leading by example, we are committed to personal accountability and work habits, honesty, and respect.**
We respect staff members and students who are at higher risk for COVID-19.
- **We are committed to a safe, secure, and welcoming environment.**
We will institute cleaning protocols, distancing and masking policies, and contact tracing methods to ensure a safe experience for staff and students.
- **We are committed to respecting the voice of all district stakeholders through collaborative engagement.**
Over 65% of parents responded to our survey, and this plan has been developed with the input of all employee groups throughout the school corporation. We also relied on local healthcare and public health experts, so that we keep our community safe.
- **We are committed to developing students who improve the quality of life for the Wabash Valley.**
A physical school building is the best place for most of our students to develop. We must return to school, but we must also limit our impact on public health for the Wabash Valley.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Timeline and Strategies



The Vigo County School Corporation's School Re-Entry and COVID-19 Mitigation Plan is fluid and subject to change at any time depending on the guidance we receive from local public health officials and federal/state guidelines and agencies.

The plan will be reviewed weekly by members of the administrative team, with counsel from local public health officials.

The goal of our School Re-Entry and COVID-19 Mitigation Plan is to keep all students in a traditional classroom setting for the entire year. Mitigating risk by using cautious strategies allows us to prevent students from needing to stay home because they are identified by a contact tracer. **As of now, no visitors or volunteers will be present in our school buildings during school hours, with the exception of school-based therapy or service providers.**

As of the beginning of the school year, we will use the following mitigation strategies:

- **Social distancing:** Whenever possible, students and staff should be at least 6 feet apart. The possibilities for social distancing will depend on the architecture of each school and space. Schools will identify creative uses of indoor and outdoor spaces.
- **Masking:** Masking is a scientifically-proven way to mitigate the transmission of coronavirus, and will prevent students from required quarantine when a case is identified in a school. All students and staff will be required to carry a mask, and masking will be required. Two cloth masks will be provided to students and staff, though one can be brought from home (subject to approval from school staff).
- **Sanitation:** We have a comprehensive sanitation plan, and all custodians have been trained to provide the safest environment for our school community throughout the year.
- **Personal hygiene:** Students will be trained in proper handwashing and hand sanitizer will be available in every classroom. Time will be built into the day for handwashing, including the start of the day, before eating, after using the restroom, and after using shared equipment.
- **Contact tracing:** We will collaborate with the Vigo County Health Department to trace high-risk contact with confirmed cases of COVID-19. Individuals with close contact are likely to be excluded from school. Our masking, social distancing, and hygiene policies exist to help prevent such exclusion.
- **Protecting our most vulnerable people:** We will assist students and staff with pre-existing conditions. Our nursing staff will work with the medical community to develop strategies for high-risk students.

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Calendar and Attendance



These are the changes to the 2020-21 board-approved school calendar.

Start Date: August 18, 2020 (one week late)

End Date: May 28, 2021 (adjusted from May 21, 2021)

Snow Days

We propose to remove all snow days since we have remote learning capabilities.

Early Release Days

We have two early release days scheduled in the fall semester, with the potential for more as needed:

1. Parent/teacher conferences in October
2. Secondary report cards in December

We will continue to monitor our calendar in response to COVID-19.

Attendance Policy (Board Policy JED)

We propose to suspend some portions of the attendance policy for 2020-21.

- Suspend attendance letters at all levels, except:
 - State-mandated 10-day absence letter
 - State-mandated 15-day absence letter
- Schools will still be required to report any suspected educational neglect.
- High schools will not remove/hold credits for students that miss more than 8 days/semester.
- Moratorium on all attendance incentives.

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

More on Masking



The Centers for Disease Control and Prevention, Indiana Department of Health, and the Vigo County Health Department clearly state that masking is an effective mitigation tool.

When people wear a mask, the chances of transmission decrease significantly, due to a mask's ability to retain large and medium-size respiratory droplets that have a high viral load. Masking can help us prevent staff illness, student illness, and community spread through asymptomatic carriers. **Masking can help us keep children in school.**

All students and staff will be masked. Students and staff will be provided with two cloth masks at the beginning of the year, but they may choose to wear one that they provide (subject to approval by school administration).

Our goal is to find times throughout the day for safe social distancing so that students and staff can remove their mask. Additionally, it is not feasible to wear a mask during meals, and schools will distance students as much as possible during meal times.

Students that present a documented, legitimate medical reason for not wearing a mask will be excluded from this policy. However, if a contact tracer identifies an unmasked student as at risk for exposure to a confirmed or suspected case, the unmasked student may be excluded from school for up to 14 days.

The Vigo County School Corporation will not tolerate individuals that bully or demean people based upon the wearing of a mask and will take appropriate action according to our policies.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Virtual Option



In July 2019, the Vigo County School Corporation created Vigo Virtual Success Academy. VWSA has been expanded to serve kindergarten-12th grade. Virtual learning is different than the remote learning used in Spring 2020, and Vigo Virtual Success Academy is a stand-alone school with dedicated teachers, curriculum, and administrators. Vigo Virtual Success Academy is free for Vigo County students.

This may be a good option for families who have been waiting for a virtual option that serves Vigo County students.

Elementary students will be enrolled in the Calvert program (see tinyurl.com/VCSCelemVWSA), and middle and high school students will be enrolled in Edmentum. Both programs are industry leaders in virtual education, used in thousands of schools across the nation.

The VWSA Principal will assess the device and internet access needs of each student during the enrollment interview and work to accommodate students without reliable access to a device or the internet.

Vigo Virtual Success Academy will not serve students who are excluded from the traditional classroom because of required isolation or quarantine; those students will be engaged with remote learning options during their time away from our schools. A FAQ document will be updated on virtual school at tinyurl.com/VCSCvirtualFAQ.

The deadline for parent choice was July 29. Please contact your principal if you have questions. For each alternative option, the student must continue that option for the first nine weeks so that our staffing of these options can be reliable.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Elementary and Middle Hybrid Option



Many students have indicated interest in virtual learning for 2020-21.

We know that 88.1% of these students are interested because of COVID-19.

We continue to believe, with guidance from the Vigo County Health Department, the Indiana Department of Health, and the Indiana Department of Education, that in-school learning continues to be the best option for most Vigo County students.

After listening to the concerns of our community, elementary and middle school students were able to choose a third “hybrid” option. There is incredible value in allowing students to be members of a classroom community while learning from home and could address some of their social/emotional needs by having contact from a trusted teacher, counselor, and principal. We are hearing from our community that some of the specialized learning that happens in our schools is desired, and Vigo Virtual Success Academy does not offer G/T classes. This option will also further reduce the number of students in our elementary and middle school buildings.

The hybrid option is a good option for students who will likely return to the traditional classroom post-COVID-19. Those unwilling to return to traditional school would be best served in a districted-school-based hybrid model. Students stay enrolled in their normal school and teachers will send work home on a weekly basis. Students will have regular contact with a teacher and stay on pace with the VCSC curriculum.

To summarize, elementary and middle school students may now choose from three options:

- Traditional, in-school learning, following our mitigation plan and A/B cohort model until Labor Day.
- Hybrid, learning from home but staying enrolled in the districted school and working with a teacher in that school, following VCSC’s curriculum.
- Virtual, enrolling in VVSA and working with VCSC teachers monitoring and assisting students as they complete Edmentum’s Calvert elementary curriculum or Edmentum’s middle school curriculum.

The deadline for parent choice was July 29. Please contact your principal if you have questions.

For each option, the student must continue that option for the first nine weeks so that our staffing of these options can be reliable.

Special Education

In consultation with Covered Bridge and the teacher of record, special education students may be able to move to a homebound model, similar to the elementary and middle school hybrid model. Contact your teacher of record and/or Covered Bridge.

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Starting with an A/B Cohort Model



We have heard parent and staff concerns about the number of students in our schools, especially common spaces like hallways and cafeterias during a time of higher community spread in Vigo County.

To reduce the number of students in the building to protect staff and students, all traditional model students will attend every other day in an A/B cohort model. The day home will be a remote learning day, and students will be expected to complete assignments.

This model will continue until Labor Day, and plans for school after Labor Day will be announced later in August. Based on community spread, the possibility exists for a model that allows for more students in our buildings, fewer students in our buildings, or a fully remote option.

Our goal will be to safely offer the most in-school opportunities possible, especially at the elementary school level.

Students who chose the in-person model will be grouped into an "A" cohort or a "B" cohort and will perform remote learning on their day away from school. Those with last names that start with A-K will be placed in the A cohort. Those with last names that start with L-Z will be placed in the B cohort. Those who chose a hybrid or virtual model will continue with those fully-at-home models.

Traditional Model Staggered entrance plan August 18 – Sept. 4

**K-12
A/B split**
A: A-K
B: L-Z

Hybrid/virtual students continue with their fully-at-home models.

The Vigo County School Corporation is continuing to work with the Vigo County Health Department, principals, and the Vigo County Teachers Association to determine how we would welcome more students into our buildings or reduce the number of students in our buildings—including a fully remote learning possibility—after Labor Day.

An announcement on how school will continue after Labor Day will be made later in August.

	18 A	19 B	20 A	21 B
24 A	25 B	26 A	27 B	28 A
31 B	1 A	2 B	3 A	4 B

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Mitigation Situations



Buses: We encourage parents to drive students to and from school if possible. We recognize that not all families are able to provide transportation.

- Students, attendants, and drivers will be masked.
- Students will have assigned seats for contact tracing purposes.
- Students will be distanced, if possible.
- Bus windows will be open.
- Drivers will sanitize the bus daily.
- We will provide specialized transportation for students with comorbidities.
- Buses will be checked for masks and cleaning supplies daily.
- No eating on the bus unless medically necessary.

Classrooms: Each classroom is different in terms of architecture and student composition. General guidelines include:

- Students will be masked when they enter a classroom.
- Students will be assigned seats.
- Classroom desks will be arranged to maximize distance.
- Schools are encouraged to think creatively about their spaces to offer opportunities throughout the day that would not require a mask.
- If a teacher has a documented and approved health concern, masking may be mandatory. A sign will be posted to the door signifying a masked classroom.
- Physical Education classes will be masked, unless the activity prohibits doing so. Students will be arranged in pods, and classes will be held outside when possible.
- Students and staff will use hand sanitizer when entering and exiting the room.
- Shared materials will be discouraged, especially in art and CTE classes.
- Teachers will be encouraged to hold class outside when possible.
- Middle and high school students may assist in disinfecting before/after classes.
- Students and staff will be given many opportunities throughout the day for handwashing and sanitizing.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Mitigation Situations



Before school: Students will be masked and/or socially distanced before the morning bell. We encourage parents and caregivers to drop students off at school as close to the start of school as possible.

Passing periods: Each school, based on their unique architecture, will develop a plan to reduce the face-to-face passing of students in the hallway and reduce the overall number of students in the hallway. According to state guidance, passing periods can be counted as instructional time.

- Masking will be mandatory in the hallways.
- Students will be encouraged to have fewer trips to their locker.
- Students with pre-existing conditions will be able to leave class early to avoid crowds.
- Students will be discouraged from gathering and socializing during passing periods.
- Teachers may sanitize desks during passing periods in lieu of hallway supervision.

Restrooms and water fountains: Coronavirus can easily spread in restrooms, and masking will be required. Students should be allowed to use the restroom during class time to alleviate overcrowding. Water fountains will be used to refill water bottles only.

Locker rooms: Middle and high school students will be able to use the locker room to dress, with masking rules enforced.

Recess: Recesses will be offered in elementary schools and schools at all levels will encourage outdoor educational activities. Students will be cohorted at recess.

At-risk students: A risk assessment will be conducted for students with identified pre-existing conditions. This assessment will allow us to work with families to plan for their student. At-risk students will be asked to consult with their physician about a return to school. Students not released by a physician will use our virtual option. At-risk students who remain in our buildings will be monitored and we will provide accommodations in their health plan such as flexible passing periods or preferred seating. Our highest-risk students who remain in school may be screened more rigorously by the school nurse.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Cafeteria/Food Service



It is not possible to mask while eating and our cafeteria spaces do not allow for social distancing during breakfast and lunch.

Each school will investigate how to decrease the number of students in the cafeteria by using other areas of the building for meals.

Mitigation strategies:

- Students and staff will be masked in the line.
- Students will wash or sanitize hands prior to lunch.
- Students will not wear a mask when seated for lunch.
- Students will sit in the same group or seat every day and remain seated.
- Alternate dining areas will be established to help with social distancing.
- All surfaces will be disinfected between lunch periods.
- Pre-prepared trays with all necessary utensils, condiments, and napkins will be used when possible.
- No self-serve food items, silverware, condiments, or napkins.
- Sneeze guards and other controls will be used.
- At-risk students will be served separately.
- No food sharing.
- Classroom party items should be commercially-prepared and prepackaged.
- Limit cash transactions. Staff handling cash will not handle food.
- Hand sanitizer should be used before and after using a vending machine, and vending machines will be cleaned regularly.

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Symptom-based system



The Vigo County School Corporation will use a generally symptom-based system to determine when a student is excluded from school and when they can return. Due to the potential for exposure after a test, we will not require students or staff to be tested to exclude them from school, nor will we require that an individual take a test or series of COVID-19 tests to return.

Parents and caregivers should screen students at home every day for symptoms of COVID-19 and keep students at home if they are experiencing symptoms. If a parent tells the school that a student is ill, the school may ask the parent whether the student is exhibiting symptoms. If an employee calls in sick or appears ill, the district may ask if the employee is experiencing symptoms. If a person is obviously ill, the district/school may exclude the person from school property.

Symptoms for the Consideration of Exclusion

- A fever of 100.4 F or greater
- Cough
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Nausea, vomiting, or diarrhea
- Congestion or runny nose
- Chills and/or repeated shaking
- Muscle pain
- Headache
- Sore throat

If a student or staff member has a fever for any reason, they must be fever-free without the use of fever-reducing medication for 72 hours before returning to school. Anyone with symptoms listed above are encouraged to seek medical attention for further evaluation and instruction. Students and staff may return before 72 hours with a note from a healthcare provider.

If a student or employee has been in contact with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a "hot spot," the district/school may exclude the student or employee from the property and recommend self-quarantine for 14 calendar days.

The next two pages show a chart from the Indiana Department of Health to be used to determine when a student or staff member can return to school.

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Returning to school



COVID-19: When a student, faculty or staff member can return to school



Individual	Symptomatic	No Symptoms
Not Tested with Alternate Explanation (strep, influenza, etc. as determined by a provider)	May return to school after 24 hours resolution of fever AND note (including email and fax) from provider stating the individual has an alternate diagnosis and the provider believes it's appropriate for the patient to return to school.	N/A
Not Tested Without Alternate Explanation	Must remain home for at least 10 days from the first day symptoms appeared AND 72 hours fever-free without fever-reducing medicine and with improvement of respiratory symptoms.	N/A
Tested and Negative	If no alternative explanation, <i>isolate</i> for at least 10 days from the first day symptoms appeared AND 72 hours fever-free without fever-reducing medications and with improvement of respiratory symptoms. The test may have been a false negative. The individual can return to school if tested negative AND with a note from the provider stating they believe the patient to have an alternate diagnosis and it's appropriate for the patient to return to school..	May proceed with attending school. EXCEPTION: A known close contact (within 6 feet of a confirmed case for more than 15 minutes) must complete a 14-day <i>quarantine</i> , even if test results are negative for COVID-19.
Tested and Positive	Must remain home in <i>isolation</i> for at least 10 days from the date symptoms began AND 72 hours fever-free without fever-reducing medications and improvement of respiratory symptoms	<i>Isolate</i> at home for 10 days from the day the test was taken. <i>*If the individual develops symptoms, then isolation time starts on day 1 of symptoms (see symptomatic tests positive.)</i>
Close Contact (within 6 feet for more than 15 minutes of someone with confirmed COVID-19)	N/A If an individual becomes symptomatic, refer to the symptomatic scenarios. The individual must <i>quarantine</i> for 14 days after contact with the COVID-19 Positive person even if the student has an alternate diagnosis for symptoms.	<i>Quarantine</i> for 14 days before returning to school. Must remain symptom-free. If individual develops symptoms, then refer to the symptomatic scenarios.

Note: QUARANTINE keeps someone who was in close contact with someone who has COVID-19 away from others.
ISOLATION keeps someone who is sick or tested positive for COVID-19 without symptoms away from others, even in their own home.

Updated: 6/26/20

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Returning to school, con't.



10 days

• Student gets tested for COVID-19 at a testing event put on by a community organization. The student was symptom-free when he got the test. The test comes back positive. The student must *isolate* and stay symptom-free for 10 days after the date he took the test.



14 days

• Student gets tested for COVID-19 at a testing event put on by a community organization. The student was symptom-free when she got the test. The test comes back positive. The student starts *isolating* for 10 days after the date she took the test. Four days into her *isolation*, she develops a fever and cough. She must now *isolate* at home for at least 10 days and 72 hours fever-free without fever-reducing medicine and with improvement in respiratory symptoms. The student ends up *isolating* at home for 14 days.



14 days

• Student tests positive and has three siblings in the home or as close contacts who attend other schools. If the siblings have symptoms, they should be tested and report to that school if results are positive. Otherwise, siblings should *quarantine* for 14 days before returning to school. Contacts of the siblings are not considered a close contact unless the siblings test positive themselves.



10 days
72 hours

• Student has a fever, cough, headache and loss of taste and smell. The student goes to get tested and the test is negative. There is at least a 30% chance of having a false negative test. Therefore, it would still be required that this student *isolate* at home for at least 10 days and 72 hours fever-free without medication and with reduction in respiratory symptoms.



24 hours

• Student has a fever and sore throat and history of getting strep throat. Student sees her provider, who does a strep test and exam and believes the patient has strep throat and does not have COVID-19. The student may return to school after 24 hours fever-free with a note from her provider stating she may return to school.



10 days
72 hours

• Student has fever, cough, shortness or breath, and loss of taste and smell. His parents do not want to get him tested for COVID-19. Highly recommend that the student get tested so that the proper contact tracing can be done. The student will need to *isolate* at home for at least 10 days and go 72 hours fever-free without use of medication and have a reduction in respiratory symptoms. Additionally, if the school is suspicious that the student has COVID-19, the school could do contact tracing and monitoring for others with symptoms..

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Health Rooms



Health rooms will play a vital role in our screening and care of COVID-19-related symptoms, in addition to their normal function.

Symptoms requiring absence for students and staff:

- COVID-19 symptoms, as described earlier in document.
- Active vomiting or diarrhea
- Fever of 100.4F or greater, chills, body aches
- First 24 hours of antibiotic treatments for strep throat, pinkeye, etc.
- Undiagnosed, new, and/or untreated rash or skin condition (generalized hives, wound with purulent drainage, etc.)
- Doctor's note requiring an individualized plan of care at home

Separate room for COVID-19-symptomatic patients

Schools will designate a room separate from the health room for students and staff exhibiting COVID-19 symptoms while they await evaluation or pickup. Masking will be required. Only assigned VCSC staff may enter, unless an emergency. A record of people visiting the room will be maintained. VCSC staff will wear appropriate PPE—can include surgical/KN95 mask, face shield, gloves, gown—as needed. Seats will be sanitized after each student. The room will be sanitized at the end of the day by custodians wearing proper PPE.

Normal health room

Students with no COVID-19 symptoms can be seen and treated in the health room, including students injured or with special health care needs such as chronic health conditions, scheduled medical treatments and medications, and individual health plans.

When to NOT to visit health office, to limit potential exposure:

- Paper cuts, small abrasions, picked scabs: wash hands, apply bandage if needed.
- Mild stomachache/nausea: encourage restroom use, send to health room if no relief.
- Localized bug bite: if no allergy history or spread, apply a cool paper towel.
- Anxiety/stress/psychosocial issues: if no impact on breathing or medical health, redirect or refer to counseling.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Health Rooms, con't.



Aerosol treatments

Asthma treatments using inhalers are preferred over nebulizer treatments, and schools will work with families and health care providers to obtain an inhaler for students with limited access. Nebulizers will only be used in case of emergency.

Administration of medication

We will make every effort to identify ways that medications may be taken at home instead of during school hours.

Vaccinations

Existing school immunization requirements will be maintained and not deferred because of the pandemic. Although the influenza vaccination is not required for school attendance, it will be highly encouraged for all students and staff.

PPE in Health Office

Health room staff will use surgical masks for all encounters. Gloves and gowns will be available as needed. Face shields and N95 masks will be available for respiratory encounters. Students/staff will be masked in the health office at all times. Hand hygiene and room sanitation is required before and after each office encounter.

School Re-Entry and COVID-19 Mitigation Plan Vigo County School Corporation

Communication



Parents and caregivers should check Skyward to make sure their contact information is up to date: skyward.vigoschools.org.

When a confirmed case of COVID-19 is present in a building, we believe that the school community has a right to know. **We will notify the public via the media when a student or staff member was on our school grounds or participating in a school-sponsored activity during their infectious period.**

Our mitigation efforts are designed to provide maximum protection from close contact exposure to students and staff so their education/work is not interrupted.

When a confirmed case of COVID-19 is identified, we will work with the Vigo County Health Department to use contact tracing, identifying close contacts. If a student or staff member needs to isolate or quarantine as a result of exposure, they will be notified by the Vigo County Health Department, who will also notify the Vigo County School Corporation.

We will use School Messenger texts, e-mails, and calls to notify parents and caregivers when a confirmed case is present in their child's building during the school year. Staff members will be notified by their building principal or supervisor.

This notification is for information purposes only, and a notification does not mean that a staff member or child will need to stay at home. We will not identify whether the case was present in a staff member or student, nor the student's grade or classroom. Because our mitigation efforts are designed to provide maximum protection from high-risk exposure, contact tracers will be able to identify students who were at risk for transmission and recommend next steps to keep the community safe.

If parents are notified that their child or someone in their home has been diagnosed with COVID-19 the parent will need to call the principal of their child's school. They will call the Chairperson of Nursing who will inform the Director of Student Services and the Vigo County Health Department. Once a case is confirmed, the Vigo County School Corporation will work with the Vigo County Health Department to determine what the next steps will be.

It is the intention of the Vigo County School Corporation to be transparent with the school community when there is a confirmed case of COVID-19 in our school.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Continuous Learning



Vigo Virtual Success Academy: K-12 students and families will have the option to officially enroll in the Vigo Virtual Success Academy (VISA). Students with documented health issues or those who fear returning to school due to COVID-19 may choose full-time online education. The VISA Principal will assess the device needs of each student during the enrollment interview, and when possible, the VCSC will equip that student with a device.

Current K-12 Schools: Beginning Fall 2020, for grades 3-12 students, the VCSC is prepared to deliver remote learning on designated days and during school closures via online instruction. Chromebooks for grades 3-12, ordered in May, are expected this fall barring further shipping delays.

Canvas was adopted by the School Board in Spring 2020 as the district's official LMS. The LMS will enable teachers to deliver continuous instruction in grades 3-12, using tools that keep students engaged, while at school and at home during remote learning.

For grade K-2 students, continuous learning opportunities will be delivered via a blended learning approach. The district has purchased supplemental, interactive materials in English/language arts and math that align closely with district pacing guides. In English/language arts, all K-5 students will receive a Wonders 2020 practice book, containing print resources that can be assigned by teachers and completed at home. The book will contain a one-page information sheet that contains the pacing calendar, guidelines for completing the assignments, and directions for ConnectED log in. In math, kindergarten students will receive a Home Links workbook, and students in grades 1-5 will receive a Skills Link workbook, that will be sent home to support remote learning. The workbooks are aligned to the Everyday Math curriculum, and teachers can assign pages in conjunction with their classroom pacing and activities. In addition, in the event of an extended school closure, district coaches have created grade-level appropriate math packets with activities to enhance math learning in fun, supportive, and engaging ways.

K-2 teachers will use email, Google Meet, and other collaboration tools to communicate and collaborate with students and families. All VCSC students will be issued Gmail accounts in August 2020. The Gmail accounts enable students to easily communicate with teachers and access documents for word processing, cloud storage, shareable calendars, video conferencing, and many other collaborative features.

The VCSC will communicate IDOE guidance with students and families regarding remote learning and time guidelines per day.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Employee Training



The Vigo County School Corporation has already begun employee training on the use of Personal Protective Equipment.

Stage 1 (June 1-5): Custodial/maintenance, secretaries, principals

Stage 2 (June 22-26): Central office, coaches, music directors and support staff, school protection officers

Stage 3 (First day of return to work): Transportation, food service, teachers, behavioral interventionists, counselors, school protection officers, speech language pathologist assistants, educational assistants, health assistants, and support staff

Screening procedures: Daily self-assessments will be conducted for COVID-19 symptoms for all employees. Concerns will be reported to the immediate supervisor. Employees will be asked to follow up with a medical provider for guidance regarding a return to work.

Symptoms include: fever of 100.4F or higher and respiratory symptoms.

Return guidelines: 10 days since symptoms first appeared, no fever for 72 hours without the use of medication, improvement of symptoms.

Employees returning to work will be trained in COVID-19 safety guidelines.

Personal Protective Equipment: Masks/face coverings will be worn while in the buildings performing work duties where social distancing is not available. Masks, gloves and any necessary PPE will be available. Masks/facial coverings will be required upon entry/exit of the building and when mobile within the building. Masks should be worn at a workstation when it is impossible to remain distanced by at least 6 feet. They can be removed when working individually and distancing can be ensured. Failure to follow masking procedure may result in discipline. The first offence would be a warning and the second may result in a day of suspension without pay.

Social distancing: Employees will be required to adhere to state and local guidelines for social distancing, which are 6 feet of distance between individuals. Lunch/breaks will be staggered appropriately. Tasks will be clearly communicated, to ensure separation within the building. Signage and appropriate measures to be taken to assist with distancing.

Sanitation and hygiene: Employees should all enter and exit through the same entrance with sanitizer available. Employees will be encouraged to take frequent breaks for handwashing/disinfecting hands with sanitizer. PPE should be disposed of in designated waste containers at the end of use.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Sanitation



The Vigo County School Corporation will sanitize buildings to prevent the spread of disease, using disinfectants approved by the EPA for use against COVID-19.

Routine cleaning is performed on a regularly scheduled basis by corporation custodial staff assigned to that building or area. Routine cleaning includes daily cleaning and disinfecting of all restrooms, scheduled sweeping of all floors, sanitizing of cafeteria tables, emptying trash and other building-based tasks.

Supplemental cleaning is focused on cleaning and disinfecting high touch surfaces, specifically for the purpose of preventing spread of disease.

Personal area cleaning is performed by all employees in their personal workspace, which may include their desk, telephone, keyboard, chair or any other items they use in performing their duties. This cleaning is customized to personal preference and standards and is done using district supplied cleaning products and equipment.

Routine high touch cleaning:

Restroom stalls and dispensers, cafeteria tables, toilets, sinks, faucets, food preparation surfaces, water fountains used as fill stations, computer labs

Supplemental cleaning:

Door handles, knobs, elevator buttons, handrails, recreation equipment, countertops, light switches, copiers, printers, fax machines, front desk and lobby surfaces

Personal area cleaning:

Desks, keyboards and mice, phones, chair arms, remote controls, cabinet and file drawer handles, microwaves, refrigerators, appliances, coffee machines

Emergency cleaning:

The emergency cleaning plan will be in response to an actual infection located at or attributed to a particular school or location or when directed by county or state health authorities. These areas will be isolated until mitigation can occur.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Other items



Visitor Policy: Visitors will be discouraged from coming to the building. We will not accept lunches or food at the schools. Students that forget their lunch will eat school lunch. If students have an appointment, parents should call in or provide a note prior to picking up the student. The student will walk out to the car waiting outside of the school.

Large gatherings/assemblies: There will be a moratorium on large gatherings and assemblies. Concerts, plays, and musicals will be evaluated and a detailed plan will be developed to address these events.

Before/after school care: Existing programming for before/after school care at our elementary schools may continue with our partner organizations. These organizations will be subject to the same policies found in this document, and training meetings will be held with those organizations before the start of school.

Pre-Kindergarten/Early Learning Centers: We will not be offering Pre-K programming at our Title I sites until further notice. Early Learning Centers will adapt policies from the Indiana Family and Social Services Administration (FSSA). Regular licensing rules include handwashing before and after meals, before and after outside play, and anytime a student sneezes or coughs.

- Caregivers will wear masks at all times. Children will need a mask but will only wear them when combined with other classes, or in an indoor environment other than their classroom. Children under age two will never wear a mask.
- Children at Early Learning Centers will stay with their age group for the entire day, and in their own classroom.
- Hand sanitizer will be provided to all classrooms.
- Parents will drop students off at the door and will not enter the school or classroom.
- Children will stay in their classrooms as much as possible and will eat lunch within the classroom.
- Cots, toys, and materials will be sanitized daily.
- No visitors, including high school practicum students.
- Playground equipment will be cleaned between use by different groups of children.
- Children with fever or other symptoms will be isolated and sent home immediately.
- Smocks will be provided for staff in infant/toddler rooms to prevent the spread of bodily fluids.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Covered Bridge Special Education District



Districts and schools should continue to collaborate, share information, and review plans with local health officials to help protect the whole school community, including those with special health needs. District and school plans should be designed to complement other community mitigation strategies to protect high-risk populations, and the community's healthcare system, and minimize disruption to teaching and learning, while protecting students and staff from social stigma and discrimination.

Districts and schools should develop a strong communication plan with families to discuss the delivery method of instruction for students with disabilities. An appropriate platform for delivery of special education-related services must be identified. Schools and districts must ensure that adequate staffing is available to meet the needs of all students with IEPs within the district.

Students that present a documented, legitimate medical reason for not wearing a mask will be excluded from the masking policy. However, if a contact tracer identifies an unmasked student as at risk for exposure to a confirmed or suspected case, the unmasked student may be excluded from school for up to 14 days.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Covered Bridge Special Education District



At this time, there has been no waiver of the requirement to convene the case conference committee (CCC) annually to conduct the annual case review (ACR) consistent with the requirements of 511 IAC 7-42-5(a)(2). Districts and schools must conduct the ACR within the one year timeline, regardless of school closure status.

- ACR's and CCC's may be conducted virtually.
- CBSED's guidance will be to address all COVID-19 concerns in the student's ACR conference. If a case conference is held prior to the ACR, COVID-19 concerns will be addressed at that time.
- Items to address include but are not limited to:
 - Provision of services
 - Educational progress - was their regression greater than their typical peer's regression?
 - Adjustment of the frequency or duration of services

Educational needs can be measured by considering:

- Whether the student participated in continuous learning opportunities provided by the school and district during the COVID-19 school building closure;
- Parent observations of the student's learning during the continuous learning opportunities provided by the school or district;
- Teacher observations of the student's learning in the continuous learning opportunities provided by the school or district;
- Whether there were services identified in the student's IEP prior to the school closure that the school or district was unable to provide during the building closure due to restrictions on in-person services;
- Whether the student continued making progress toward meeting his/her IEP goals;
- Whether the student experienced any additional or new social-emotional health issues during building closure and re-entry;
- Whether the student experienced any regression during the period of school building closure.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Covered Bridge Special Education District



Compensatory Services

The United States Department of Education (USED) has advised, "An IEP Team and, as appropriate to an individual student with a disability, the personnel responsible for ensuring Free and Public Education (FAPE) to a student for the purposes of Section 504, would be required to make an individualized determination as to whether compensatory services are needed under applicable standards and requirements." QA-1

Questions and Answers on Providing Services to Children with Disabilities During the Coronavirus Disease 2019 Outbreak (USED March 12, 2020).

This does not mean schools must immediately offer compensatory services to all students with IEPs; rather, it requires the CCC to lead a discussion of the educational needs of the student, including the potential loss of skills. Based on these individual needs, the CCC may consider the appropriateness of collecting data for an agreed-upon time following the student's return to school and subsequently reconvening to discuss the need for future services at that time.

Transition IEPs

- The Teacher of Record may conduct assessments virtually if needed.
- The school is still the primary service provider.
- It is recommended that the narrative include in-person and remote methods for accomplishing objectives and goals to accommodate for the fluidity of the COVID-19 situation.

Evaluations

- Evaluations may be conducted virtually if the school psychologist has been appropriately trained in conducting virtual assessments and has access to the digital assessments.
- CBSED has one School Psychologist who uses some virtual assessments.
- CBSED will continue to research virtual assessments and invest in training our school psychologists in this method.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Covered Bridge Special Education District



Therapy

Therapy will include unique operating conditions, including:

- Intensified cleaning and disinfecting of equipment and surfaces between therapy sessions;
- Class and therapy group size reductions, staggered (alternate days/rotation) scheduling and/or spaced seating to facilitate physical distancing, restricted sharing of equipment/learning aids, and possible shifts to non-traditional class settings to improve ventilation;
- Instruction about and observance of frequent handwashing and face covering recommendations;
- Remote therapy needs, including assistive technology, as necessary, for special student populations who cannot yet safely return to congregate settings;
- Contingency planning to continue services if COVID-19 transmission requires intermittent or extended school building closures.
- Flexible and adaptive scheduling to maximize therapy service provision despite personnel shortages, staff illness/isolation, and limited access to students.

Special Transportation

- If districts and schools are providing in-person services and a student requires transportation, the IEP should reflect this service.
- Collaboration with transportation vendors to implement a busing plan that meets social distancing recommendations is imperative (including pick-up, in-transit, and drop off).
- It is also important to review cleaning and disinfection protocols.

School Re-Entry and COVID-19 Mitigation Plan

Vigo County School Corporation

Covered Bridge Special Education District



Homebound Services

- We may need to supply devices to students on homebound
- If a child with a disability is absent for an extended period of time because of a COVID-19 infection and the school remains open, then the IEP Team must determine whether the child is available for instruction and could benefit from homebound services such as online or virtual instruction, instructional telephone calls, and other curriculum-based instructional activities, to the extent available.
- Discuss compensatory services by following the proper review process
- Whether the location of the homebound services identified in the student's IEP is in the student's home or an out-of-school location other than the student's home, school personnel should follow appropriate health guidelines to assess and reduce the risk of transmission of COVID-19 (511 IAC 7-42-11).
- Schools and districts must ensure the CCC reconvenes at least every 60 instructional days (this instructional day count includes remote learning days used pursuant to the LEA's Continuous Learning Plan) when a student is receiving services in a homebound setting. 511 IAC 7-42-5(a)(7).

Medically Fragile Students

- Medically fragile students are at high-risk of severe medical complications if exposed to COVID-19, and therefore may be unable to attend school.
- Medically fragile students unable to attend school will need to be provided with educational services remotely.
- The determination of the services to be provided must be made by the CCC based upon the individual student's medical and educational needs.
- Special education and related services determined by the CCC could be provided online or in a virtual instructional format, through instructional telephone calls, or through other curriculum-based instructional activities (511 IAC 7-42-10).
- If the services are to be delivered through online or virtual instruction, technological competency and the need for additional assistive technology must be considered.
- The CCC must convene at least every 60 instructional days to review the IEP for every student unable to attend school in person (511 IAC 7-42-11).