



Eden Valley-Watkins ISD #463

2022-2023 School Year

A Safe Return to In- Person Learning

This Safe Return to In-Person Learning Plan will be frequently updated to account for MDE, MDH, and CDC information, data, and recommendations aligned to COVID related transmission and vaccination rates.

Educating every child for the future

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Introduction

The 2020-2022 school year brought unprecedented changes to our students, families, staff, and education systems. As we plan for the 2022-23 school year, in compliance with the Minnesota Department of Education (MDE) and the Minnesota Department of Health (MDH) guidance, our focus is to create an educational delivery system to keep our students, families and staff healthy and safe. We have previous experiences with three learning model scenarios from the 2020-2022 school year, and will prepare and transition to various learning models if required by MDE, MDH, and/or the CDC. The goal is to have our students, families, and school staff ready for whatever the public health situation may require. It is the intent of this administration and school district to operate in a traditional in-person/face-to-face model of instruction unless required by MDE or MDH to transition to an alternate model. Yet be informed and prepared to switch between various models of instruction if/when we are asked to do so by MDE/MDH. As we formalize plans for the 2022-2023 school year, one goal remains, to develop a system of instruction that meets the needs of every learner regardless of their situation. Below are three familiar educational delivery models that were used in our Eden Valley-Watkins Public Schools the past two years.

1. In-Person Learning
2. Hybrid Learning
3. Distance Learning

School administration, board, and the local COVID-19 advisory team will monitor the community and school level impacts of COVID-19 on a weekly basis. Adjustments will be made to the in-person learning model if needed.

Learning Models

Model #1: In Person Learning Plan

General Description

In this planning scenario, students and staff will create as much space between one another as is feasible during a traditional instructional day.

Instructional Delivery Considerations

- During the In-Person Learning Plan, in class teaching and learning will take place.
- Pre-K through 6th grade students will stay in the same classroom for all instruction and learning. Grades 7-12 will follow their 7-period scheduled day with staggered release and passing times if needed.
- A traditional elementary focus will be on reading and math, along with other content areas .
- Secondary teaching will focus on core curriculum and accommodations and modifications to specialists and labs.
- Outside spaces and relocations to larger classroom settings will be incorporated and utilized if needed.

Model #2: Hybrid Learning Plan

General Description

In this planning scenario, Eden Valley-Watkins Schools will adhere to the Minnesota Department of Public Safety - State Fire Marshal Occupancy Loads. The majority of EVW classrooms are large enough to accommodate typical class sizes, but for purposes of COVID-19 restrictions, common areas including band, music and lab space will be modified accordingly. All transportation vehicles will operate at 50% maximum occupancy. Sufficient social distancing with at least six feet between people as much as possible, whenever possible, and if/when feasible. We will also provide contactless pick up and/or delivery of meals and school materials for days that students and staff are not in the school building (as per hybrid learning model), as well as implementation of a school-age care program for critical workers. This scenario may be implemented if COVID-19 metrics worsen at the local or regional level. Hybrid Learning may also be implemented if Eden Valley-Watkins Schools experiences a cluster of cases within a classroom, building, or school district.

Instructional Delivery Considerations

Elementary Level PreK-6: The Hybrid Learning Plan at the elementary level will encompass a schedule with four instructional days per week (M-TH), and Friday to be used for student contact, office hours, professional development, and intense cleaning.

Eden Valley-Watkins Secondary School 7-12: The Hybrid Learning Plan at Eden Valley-Watkins Secondary School will encompass a hybrid master schedule for grades 7-12. Students in grades 7 - 12 will be split into two learning cohorts. In general, the secondary cohorts will be split by last name of the family household, with consideration given to generating educational equity within groups.

- ❑ **Secondary Cohort A:** in-person on Monday and Tuesday, virtual on Wednesday and Thursday, office hours, student and family appointments, and intense cleaning on Friday.
- ❑ **Secondary Cohort B:** virtual on Monday and Tuesday, in-person on Wednesday and Thursday, office hours, student and family appointments, and intense cleaning on Friday.

Model #3: Distance Learning Plan

General Description

This scenario may be implemented if local, regional, or statewide COVID-19 metrics worsen and MDE/MDH suspend all in-person and hybrid learning.

Watkins students will have full access to appropriate educational materials either in paper-pencil (packet), online platforms via the internet, or both.

Distance Learning defined – Students engaging in distance learning have access to appropriate educational materials and receive **daily** interaction with their teacher(s). It is important to note that distance learning does not always mean e-learning or online learning. Eden Valley-

Instructional Delivery Considerations

Parents are encouraged to keep in contact with your child’s teacher(s) on a regular and routine basis to solidify a partnership between school and home. Below is the instructional delivery plan for Distance Learning.

Elementary Level:

Elementary teachers will prepare Home Learning Plans (HLP) for continuity of the instruction during distance learning. These lessons along with books and activities will be delivered to students during a weekly bus route or can be picked up at school. Teachers will be calling and/or emailing students and parents on a regular basis to check in and support their ongoing learning. The school district encourages parents, if possible, to develop a daily schedule for students to complete their Home Learning Plans. Below is an example of a daily schedule for elementary aged students:

8:00-9:00am - Get Dressed and Eat Breakfast

9:00-9:15am - Physical Education

9:15-10:15am - Homework time (complete assignments sent home by teachers)

10:15-10:30am - *Snack Time*

10:30-11:30am - *Creative Time (Art Project, Coloring/Drawing, Crafts, Educational Apps, etc)*

11:30-12:00pm - *Lunch*

12:00-1:00pm - *Screen Time (Educational TV Show or Movie)*

1:00-2:00pm - *Physical Education/Outdoor time*

2:00-3:15pm - *Finish Homework / Family Chores*

Before Bedtime - Read to Children!

Eden Valley-Watkins Secondary School:

High school students should make plans to get their assignments via the student learning management system PowerSchool, Google Classroom, Google Meet, etc... This means teachers will be posting assignments on multiple platforms and collecting assignments this way as well. It is the expectation of the school district that students will work to complete these assignments by the due dates established by their teachers.

Teachers will be contacting their students on a daily basis to check in and support their ongoing learning. Student attendance will be **required** and based on daily connections made with staff members and students.

For Students...

During distance learning days, you may be invited to join a live session with your teacher using Google Meet or other platforms. All online interaction is an extension of the physical classroom, and expectations of your behavior online is the same as what we would expect in the classroom. Please have students connect from a "common" area of your home and not a private space such as a bedroom.

When joining a session, after you join the meeting, you should have your microphone muted. If you would like to speak, we ask that you use the built in chat messaging to request to unmute. This will assist your teacher in facilitating the session, and give you and your fellow students the best learning experience possible. Also, if you would prefer to join only by audio, you can place tape on your Webcam, or choose not to activate your camera when you join the meeting. You may also join via telephone if you do not have adequate Internet access.

Live stream and pre-recorded content is for educational purposes only. By accessing this material, students and parents agree not to share any of the material in any format with anyone not enrolled in the class, other than family members or other adults assisting students with distance learning. Distribution of these materials to anyone other than those enrolled in the class, family members, or

other adults assisting with the work in any format (including but not limited to: in person, email, social media, other online formats) is strictly prohibited. Violation of this policy could result in suspension of a student's ability to continue to receive video materials, and alternate distance learning arrangements will be made, or in discipline from the District.

For Parents...

During our extended distance learning days, your child's teacher may offer "live" Webinar sessions using Google Meet or other platforms. This will be a chance for your child to connect with the teacher, ask questions and see classmates. We see this as a valuable tool to allow your child and teacher the ability to maintain their relationship and enhance learning.

The sessions may be recorded by the teacher and posted to Google Classroom, so that if a student in the class is unable to attend the session, they could view it at a later time.

If you do not want your child's image to be displayed during these sessions, your child can either place tape on their Webcam, turn off the Webcam when joining the session or join using the provided phone number. Please have students connect from a "common" area of your home and not a private space such as a bedroom.

Social Distancing Considerations

School buildings and grounds will be closed with the exception of the school district's Child Care program.

Special Education and Section 504:

In the event of extended school closures, the school district remains responsible for the free appropriate public education (FAPE) of its students eligible for special education services who have an individualized education program (IEP) or those with disabilities who qualify for a 504 Plan.

- **Scenario 1: In-person learning for all students**

Students will return to school full-time. Students and teachers will follow MDE and MDH guidelines.

- **Scenario 2: Hybrid learning with social distancing and capacity limits**

Students will be provided a combination of in-person and distance learning opportunities.

Students and teachers will follow MDE and MDH guidelines.

- **Scenario 3: Distance learning only**

Students will be provided access to appropriate educational materials and receive daily interaction with their licensed teacher(s).

As a result, the Contingency Learning Plan section of your student's IEP describes the changes to the special education services and supports that will go into effect under each of the three scenarios. This contingency plan will allow for fluid IEP services to be provided in response to state or local decisions regarding the designated learning model at any given time. The information provided in this COVID-19 Contingency Learning Plan describes the methods of services that your child will receive under any of the three scenarios described above.

Each section of this COVID-19 Contingency Learning Plan will be in effect during the period in which the School is providing services under the specific scenario (e.g., the Distance Learning Contingency Plan is only in effect while the School is providing distance learning services to all students). During each scenario, the student will receive IEP services as modified by the relevant section of this COVID-19 Contingency Learning Plan. This COVID-19 Contingency Learning Plan will remain in effect only during the time period during which the Governor and the Minnesota Department of Education have mandated that school districts and charter schools have plans in place for the three scenarios described above. The original IEP is the stay-put IEP. Once the district is able to resume regular programming, the original IEP, excluding this COVID-19 Contingency Plan, will go back into effect.

Throughout the course of any distance learning period, the district will meet due process obligations as follows:

- IEP meetings will be held, though timelines may be impacted by complete school closures
- IEP meetings will not be conducted in person at school buildings, but instead will be held virtually via any of the following methods:
 - Phone conference
 - Video conference - Google Meet or Zoom

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- Initial evaluations and reevaluations will be conducted. However, for activities that are not reasonable to carry out if students are not physically at school (i.e., standardized face-to-face assessments), those activities could be delayed until building-based instruction resumes.

Students Receiving Services and Supports through 504 Plans

Students with physical or mental impairments who receive services and support through a Section 504 Plan will continue to receive those services and supports during distance learning. The goal is to maintain as much of the 504 Plan as possible, however not all current parts of a 504 Plan may be relevant or possible to implement during distance learning. 504 case managers will be reaching out to parents to discuss how each child's 504 Plan will be implemented during distance learning, including the consideration for any needed changes.

If it is determined that changes to the 504 Plan are necessary for distance learning, those changes will be incorporated into the plan, sent home to parents and communicated with each child's teacher(s).

504 evaluations and planning meetings will continue to occur during any distance learning period, however, meetings will not occur in-person in any school building. Instead, one of the following virtual methods will be used:

- Phone conference
- Video conference - Google Meet

Questions or concerns regarding how the district is meeting the needs of students with disabilities receiving services and supports through special education (IEPs) or section 504 (504 Plans) should contact the special education services center listed below:

[SWWC Service Cooperative](#)
320-583-9909

Health and Safety Protocols

At Home:

- Families are encouraged to do temperature and symptom checks of their children each morning before school.
- Any child with a temperature of 100.0 degrees or higher should not go to school.
- If your child has even mild symptoms of fever, cough, shortness of breath or other respiratory symptoms, they need to be kept home.
- Please contact the office if your child or anyone in your family has symptoms of COVID-19, a positive test for COVID-19, or had a close exposure to someone with COVID-19 within the last 14 days.

At School:

Masks and face coverings:

- Face coverings are available for all staff and students if required by MDH.

Social Distancing:

- When required, our goal is to maintain the 6 foot social distancing MDH guideline whenever possible/feasible.

Health Checks:

- When required, all students and staff will be scanned for temperature checks upon entering every school building.
- If a child is found to have a fever at school, parents/guardians will be contacted immediately and will be expected to pick up their children as soon as possible. Students will be immediately separated from other students while awaiting pick up.
- A designated isolation room will be established in each building for symptomatic people where they will immediately be isolated and the school nurse, in cooperation with local health authorities, will review symptoms and determine action.

Information Signage:

- There will be handwashing, social distancing, and Covid-19 symptom signage located throughout the buildings.

Hand Washing/Cleaning:

- Proper handwashing education will be completed.
- Hand sanitizer will be available throughout the buildings.

Mental Health Services

We understand this is a challenging time for many of our students and families. We are here for you. Please reach out to Mrs. Kujawa or Mrs. Miller at the Elementary School, Mrs. Sawyer at the High School, or your student's building principal if you want to discuss options for mental health support.

Transportation

General Description

Transportation will continue as it ended in the 2021-2022 school year. Families will be contacted and provided with scheduling details prior to the start of the school year. Please contact Transportation Supervisor, Mike Schlueter at (320) 453-6125 or (320) 583-3786 if in need of transportation details.

Details

- Capacity limits may change
- Face coverings: Mask/face coverings if required by MDH.
- Health and safety: School vehicles will be cleaned and sanitized according to MDH guidance.
- There will be designated school drop off and pick up areas.

Food Service

In Person & Hybrid Learning Models:

- Students will eat breakfast and lunch as they normally do when attending school in person.
- Additional hand sanitizing stations and increased hand washing procedures will be implemented to decrease the spread of illness within the school buildings.
- If needed, students will eat in staggered lunch periods in the cafeteria and will be spaced apart as much as possible.
- If needed, students will be spread out in multiple areas including the cafeteria, flex room, and outdoors to accommodate appropriate social distancing.

Distance Learning Model:

- We know many of our students depend on our school food service program so it is important we provide ongoing meals for our students during times of distance learning.
- Our food service department will prepare and provide meals to students during distance learning periods.
- These meals will be scheduled to have delivery at designated drop-off locations or available for pick up
- Meals will include breakfast and lunch.

*Meals to accommodate children who are distance learning during in-person and hybrid learning models as well as during school wide distance learning will be delivered at designated drop off points or available for pick up at designated areas.

Childcare

Details of the program

- ❑ **Time:**
 - ❑ For ages 3-5: 6:30 a.m.-6:00 p.m. daily, including non-school days.
 - ❑ For ages Kindergarten through age 12: Before school from 6:30-8:00 a.m. and after school from 3:00- 6:00 p.m.
 - ❑ For ages Kindergarten through age 12: 6:30 a.m. - 6:00 p.m. during non-school days (except for major holidays).
- ❑ **Location:** The Childcare program will operate in various locations throughout the school district. Depending on the number of participants, the district may separate by age groups and locations.
- ❑ **Meals:** The childcare program will provide breakfast and lunch (cost will be determined according to the learning model).
- ❑ **Programming:** The program will include - child supervision, learning activities, quiet/rest time, and educational play. Students will be able to complete school work when attending after school childcare programming and during a district hybrid or distance learning period.
- ❑ **Cost:** Per District adopted Fee Schedule.

Monitoring Children's Health - In an effort to protect both children and staff using our Childcare Program, Eden Valley-Watkins Schools is asking parents/guardians to check their children's temperature prior to dropping them off for child care every morning. If your child has even mild symptoms of fever, cough, shortness of breath or other respiratory symptoms, they need to be kept home. Please contact the office if your child has these symptoms and is kept home. School district staff will take temperatures of every student as they are dropped off in the morning and in the middle of the day. If a child is found to have a fever, parents/guardians will be contacted immediately and will be expected to pick up their children as soon as possible. Students will be immediately separated from other students while awaiting pick up.

In Person learning model: In this scenario, school-based Little Eagles and Eagles Childcare will be offered.

Hybrid Learning Model: Childcare will be available for students of essential workers and school staff as required by the Minnesota Department of Education.

This school-age care must be provided for district or school-enrolled school-age children age 12 and under who are children of critical workers in Tier I of the state critical worker list. Children of Tier I workers

only will be cared for at no cost during the typical school hours. The Tier I list of eligible children is below.

Tier I

- Healthcare and public health
- Law enforcement, public safety and first responders
- Food and agriculture
- Judicial Branch (essential services)
- National Guard (activated under a Governor Executive Order)
- Educators and school staff providing in-person instruction or caring for children of critical workers
- Child care and school-age care providers

Distance Learning Model: The school district will be providing child care for elementary aged students of essential workers (as defined by MDE) and school staff.

Infrastructure Considerations

Heating Venting and Air Conditioning (HVAC)

The district will alter as many settings as possible to promote the intake and circulation of fresh air in the school building while maintaining all code and ASHRAE standards that apply to public schools.

Physical Space Changes

- Water Fountains - Touchless bottle fillers are located throughout the school buildings. Students are encouraged to utilize their personal water bottle to remain hydrated.
- Restrooms – if needed, staff will work to stagger restroom breaks for students so as to limit the number of occupants at any given time.
- Hand Washing/sanitizing - Students and staff will implement hand washing procedures within the classroom setting. All individuals are expected to wash their hands regularly.
- When required, classrooms will be reconfigured and other school spaces will be creatively used to allow for more social distancing. Soft surface furniture will be removed from classroom settings. Desks will be spaced as far apart as possible. The goal is 6 feet apart when possible/feasible.
- Locker/Hallway use: Locker and hallway use will be coordinated in order to reduce student contacts in common areas.

Building Cleaning/Sanitation Procedures

The school district's custodial and cleaning department will maintain additional sanitization procedures to ensure the building is ready for students each day. All chemicals used will support sanitizing of surfaces. These chemicals will be those normally used in the school setting. Extra attention will be given to shared spaces, frequently touched surfaces, door handles, desks, etc.

Activities/Athletics

In Person Learning model: Activities and extracurricular programming including Community Education activities will continue to follow the COVID-19 MSHSL Sports Guidance for schools and organizations.

Hybrid Learning Model: Extracurricular and Community Education activities will continue as directed by the Minnesota State High School League and the Minnesota Department of Education. If activities are allowed to continue during the Hybrid Learning Plan, coaches and all participants will be expected to follow all MDH guidelines.

Distance Learning Model: All extracurricular and Community Education activities will adhere to MDH, CDC, and MSHSL guidance during periods of distance learning .

Equity

Minnesota defines educational equity as the condition of justness, fairness and inclusion in our systems of education so that all students have access to the opportunities to learn and develop to their fullest potential. Equity is a priority to reach all children, especially children of color, indigenous children, immigrant children, low-income families and communities, and people who have disabilities must continue to be prioritized. Further, access to mental health services and support, hands-on student education and support, broadband and devices, and consistent instructional expectations continue to be concerns for many students. The educators of Eden Valley-Watkins Schools stand ready to meet this need. Safely providing opportunities for in-school learning and other activities will provide engagement, support, and access for our students, families and communities.

Broadband Access: A challenging issue with any form of distance learning is the lack of access to quality broadband internet in various parts of Minnesota. It isn't enough to simply have internet access at home. Quality upload and download speeds are necessary to conduct distance learning appropriately. In response to this ongoing issue, Eden Valley-Watkins Schools continues to establish alternative procedures for students to access learning online. Additional devices and wireless access points will be made available to allow students the ability to download and upload school work. A limited number of "Hotspots" are available for families that have cellular service but no access to broadband. In the Hybrid model, school staff will support students to download the necessary learning opportunities required of students for their distance learning days.

Videos are only a part of our school's distance learning plan and will generally be used for check-ins, questions and brief recorded lessons. Synchronous (real-time) video can be difficult for some families given issues of access and other family circumstances. Students unable to join synchronous sessions may also join via telephone if internet access is a problem. Students without internet access, when no electronic solution can be found, will be provided paper copies of instructional materials. These materials will be delivered to students via the bus routes or picked up at school.

Resources

The following resources were used in the creation of this plan.

[Minnesota Department of Health](#)

[Center for Disease Control](#)

[Minnesota Department of Education](#)