



MTS Elementary's Safe Learning Plan



Elementary Hybrid Learning Model

We will begin to bring students back to school for on-site learning on October 19, 2020. We will start with our students in kindergarten, 1st grade and 2nd grade along with our students who receive special education services. Kindergarten, 1st grade and 2nd grade students will be in their classrooms for the duration of the school day except for phy-ed, recess, bathroom and handwashing breaks. Students in grades 3, 4,5 and 6 who receive special education services will receive their special education services in person and be provided support with their online classroom instruction during the school day. Students in grades 3rd-6th and those whose families are opting for on-line learning will continue with our distance learning programming.

Whether your student is learning on-site or online, all lessons will be standards based at each grade level. Students identified as needing additional support will be provided those supports. The on-site student schedule includes a morning, meeting, breakfast, literacy, math, science or social studies, writing, social emotional learning, lunch, recess, and phy-ed. Students participating through distance learning will attend their classroom's schedule virtually and complete independent work on their own, Distance learning students will not be required to attend virtually for breakfast, lunch and recess.

Schedule Overview of On-Line Learning 3rd-6th	
20 minutes	Morning Circle
45 minutes	Literacy
45 minutes	Math
25 minutes	Science or Social Studies
20 minutes	Phy-Ed
90 minutes	Study Hall - Independent Work

Schedule Overview of K-2 Learning		
20 minutes	Morning Circle	online/onsite
65 minutes	Literacy: reading block and shared reading	online/onsite
45 minutes	Math: math block and number talk	online/onsite
25 minutes	Science or Social Studies	online/onsite
20 minutes	Phy-Ed	online/onsite
50 minutes	Phy-Ed	onsite
40 minutes	Lunch & Recess	onsite
60 minutes	Exact Path-Academic Games-Writing-Independent Reading	onsite

Schedule Overview of On-Site Learning 3-6 Special Education	
20 minutes	Morning Circle
45 minutes	Literacy
45 minutes	Math
25 minutes	Science or Social Studies
20 minutes	Phy-Ed
40 minutes	Phy-Ed
40 minutes	Lunch & Recess
varied	Individual Education Plans

Elementary School Attendance

On-Site Students: Classroom teachers will take attendance within 30 minutes of the start of the school day and enter it in Skyward. Students arriving after 8:15 will be counted as tardy. If a child is showing any signs of illness they should stay home and their parent/caregiver should call the school building's attendance line.

Distance Learning Students: Classroom teachers will take attendance within 30 minutes of the start of the school day and enter it in Skyward. Students logging in after 8:15 will be counted as tardy. Classroom teachers track attendance for each academic block through the day. Teachers will record absences, tardies and early leaves for each content area. If your child is ill and unable to log on please call the school to get the absence excused.

All Students: In addition to being present, students are expected to be actively engaged throughout the school day and to complete and turn in all assignments.

Elementary Grading and Assessment

Teachers will use the common building and district assessments. These assessments will be administered in an in-person and distance learning environment. Teachers will use a variety of ways to assess students including participation and work completion so they can show what they know. Student progress will be reported to families at the end of each quarter.

Classroom and Schoolwide Supports

Social-emotional learning is a critical component for student success, regardless of the instructional model. MTS Elementary is committed to the social, emotional, and behavioral success of all students, especially during this unprecedented time. We recognize your child's success will result from positive and predictable environments that cultivate connection and sense of belonging, teach skills to build resilience and navigate uncertainty, and detect struggles as they happen.

We recognize students are experiencing a variety of feelings and thoughts about the adjustments they will experience this school year, which can result in disengagement. Throughout the school year, buildings will monitor student progress for signs of academic, social, emotional, and behavioral struggles. If we detect emerging concerns, we will work with students and families to identify effective strategies and supports that promote engagement and student success.

Food Service

All Students: All students enrolled in MTS Elementary will be provided, at no cost, breakfast and lunch for school days.

All families are required to complete and return the Application for Educational Benefits.

On-Site Students: On-site students will be provided, at no cost, breakfast and lunch each day at school. Both meals will be served and consumed in the classroom. Safety protocols and social distancing will be in place and complied with throughout these meals times.

Distance Learning Students: On-line students will receive, at no cost, breakfast and lunch for school days at their homes. Meals for the week will be delivered on Mondays through our distribution program. All food distributions will be managed through our Food Service Department.

Transportation

District Transportation: Students using district transportation will be notified by the district and/or transportation company their times and locations for morning pick-up and afternoon drop-off. Students will be greeted by staff upon arrival at school, given hand sanitizer and a mask (if necessary). MTS Elementary staff will escort children to their classrooms using safely protocols and social distancing.

Family Transportation: Students who are transported by family will be greeted by staff upon arrival at school, given hand sanitizer and a mask (if necessary). MTS Elementary staff will escort children to their classrooms using safely protocols and social distancing. Drivers and family members are requested to stay in their vehicles.

Health and Safety Plan

As we return to school this fall, the MTS Elementary community must work together to minimize risk and exposure to COVID-19. MTS Elementary will look and feel different this fall and so will our daily routines in order to limit exposure and support the health and wellbeing of all.



What you can expect:

- We will continue to follow the [guidelines of the Minnesota Department of Health](#)
- We will be in constant consultation with public health experts to follow best practices including isolation and quarantine protocols, COVID-19 testing, and response to illness scenarios
- We will limit access for visitors and volunteers
- Chromebooks will be provided to all students and staff to limit shared materials
- Enhanced cleaning and disinfecting of frequently touched surfaces of our buildings and classrooms
- Social distancing of 6 feet to the fullest extent possible, including reducing the number of students in common areas like cafeterias and bus drop off/pick up locations, as well as spacing desks and tables apart in classrooms
- Encouraging frequent and good hand hygiene, providing hand sanitizer at entrances and in classrooms
- All K-6 students, staff and visitors will be required to wear face coverings in the building and transportation vehicles, unless an accommodation is required
- Avoiding large gatherings or congregating before and after school
- Keeping students in the same groups or cohorts whenever possible

Health Screening Protocols:

COVID-19 symptoms include:

- new onset cough, fever (100.4°F or higher), shortness of breath, new loss of taste or smell **OR** at least 2 of the following:
 - chills
 - muscle pain
 - sore throat
 - fatigue
 - new onset of severe headache
 - new onset of nasal congestion or runny nose
 - congestion
 - gastrointestinal symptoms of diarrhea, vomiting, or nausea

Please see the [MDH Covid-19 Decision Tree](#) for more detailed information.

If a person has a new symptom (for example, new loss of smell only) with no other diagnosis to explain it, they should stay home and talk to their health care provider about testing for COVID-19, even if it is the only symptom they are experiencing.

Families are asked to monitor their child's health by following a [COVID-19 screening checklist](#) for signs of infectious illness every day. If a child is showing any signs of illness and/or has been tested for COVID-19 and is waiting for a result they should stay home and their parent/caregiver should call the school building's attendance line describing the specific symptoms their student is experiencing.

Teachers and staff will monitor student health during the school day. Students showing signs of illness during school will be referred to the building health staff for an evaluation of symptoms. A student who becomes ill during the school day will be brought to the designated isolation area in the school building until their parent/caregiver can arrange for pick up per MDH guidelines. (Resource: [What to do when you are sick](#))

Additional Resources:

- The [MDH Decision Tree](#) will be used to determine when a student/staff member may return to a school/district building following illness or testing for COVID-19.
- [What to do if you're waiting for a COVID-19 test](#)
- **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 without symptoms away from others, even in their own home. Resource: [COVID-19: Quarantine and Isolation](#)



Face Covering Protocols and Personal Protective Equipment:

In accordance with MDE and MDH guidelines all K-6 students, staff and visitors are required to wear face coverings inside the school building and on school district transportation, unless an accommodation is required. Acceptable face coverings include a paper or disposable mask, cloth face covering, scarf, bandana, or religious face covering.

If a student cannot tolerate or wear a typical face covering due to a developmental, medical or behavioral health condition, they may wear a clear, plastic face shield instead. Face shields should still cover the entire face, extending from ear to ear and down past the chin. The District will provide face shields to students who need one due to developmental, medical or behavioral health conditions.

Individuals who cannot wear a face covering due to a medical condition or disability-related condition may make a request for reasonable accommodations. These will be assessed on a case-by-case basis.

Face coverings will be available at building entrances as needed. Personal protective equipment (PPE) will be supplied according to MDH guidelines.

In some situations, face coverings will be allowed to be removed:

- When engaging in physical activity (e.g., recess, sports, gym) where the level of exertion makes wearing a face covering difficult. People participating in these activities should still maintain 12 feet of social distancing to the extent possible.
- During practices or performances involving singing, acting, public speaking or playing musical instruments where a face covering cannot be used while playing the instrument. Performers should maintain 12 feet or greater of social distancing to the extent possible.
- People entering the school building during the school day may be required by school staff to briefly remove their face covering for the purposes of checking identification.

Social Distancing:

All students, staff, and visitors should maintain social distancing of 6 feet when possible. MTS Elementary will reinforce and promote social distancing aligned with MDH requirements.

Cleaning Protocols:

Increased daily cleaning with enhanced disinfection products and equipment will be done throughout the school building.

During the school day, cleaning staff will clean high touch surfaces (such as door knobs, handrails and restrooms) and remove trash from lunchrooms and hallways. Classroom staff will be provided with cleaning supplies to use in classrooms for student desks, chairs and common surfaces. Daily, after each school day, the school building will be thoroughly cleaned by our contracted cleaning company.

Signage:

Signage at entrances and throughout the building will be installed to promote social distancing, use of face coverings and reminders for frequent hand washing.

Safety Drills:

Drill frequencies and requirements have not changed for schools: Reference- **MN Statute 121A.037**

- Fire - five drills per year:

- All fire drills still need to be conducted with students present.
- Lock Down - five drills per year:
 - Out of the five required lock down drills, not all need to be conducted with students present. MnSSC recommends schools conduct age appropriate lock down drills with students at least a couple of times a year. It is best practice to conduct at least one drill with staff only prior to student arrival on campus. Tabletop or scenario-based drills work well for these staff only exercises. These practices promote confidence in the ability to take appropriate action in a lock down situation by increasing emergency decision-making skills.
- Severe Weather/Tornado - one drill per year:
 - All weather drills still need to be conducted with students present.

Considerations and possible modifications:

- Implement and maintain 6 feet physical distancing.
 - Consider staggering classroom releases
 - Check the corridor and exit the classroom when there is room
- Enforce the use of masks or face coverings.
- Provide hand sanitizer and/or hand washing stations after exiting and entering building.
- Keep in mind that when a threat poses an imminent or substantial threat to life, the threat response must take precedent over the health risk(s) of COVID-19. In these scenarios, physical distancing and masking takes a back seat to evacuation to protect lives and prevent injury. Drill frequencies and requirements have not changed: Reference MN Statute 121A.037: Fire - five drills per year: All fire drills still need to be conducted with students present