
BELFIELD PUBLIC SCHOOL



HEALTH & SAFETY SMART RESTART PLAN

Belfield Public School Board Approved
August 3, 2020

Belfield School Families,

It has been a challenge for our entire community since March, but we hope you have found ways to cope and embrace this new normal. Thank you to the students, staff, parents, and community members who have helped us succeed in these difficult times. The 2019-2020 school year was challenging but we are proud of students and thankful the district was able to celebrate our seniors' accomplishments with a graduation exercise.

The challenge now is planning for what school will look like during the 2020-2021 school year. This is a daunting task as we all realize how the impact and response to COVID-19 has changed rapidly over the past four months. This plan will try to address these challenges, while providing a flexible framework to guide our response over the next school year.

For academic, social-emotional, and economic reasons, we are compelled to strive to return to an in-person model. Yet, we cannot disregard that the health and safety concerns associated with the virus remain. The district must consider all practical steps to keep our schools from contributing to virus spread in our community.

This plan presents hundreds of hours of critical thinking, research, modeling, and work by our educators, staff, and school board. This group reviewed input gathered from our employees and parents.

We realize that reviewing this plan may not address every question you have. We recognize some concepts and actions may be polarizing, and there are strong opinions about what the school should do or should not. But we must remain open to what is possible and consider all options so we can move forward, including possible revisions.

Thank you for your time reviewing this plan. We encourage everyone to ask questions and communicate their concerns as we move forward. Together, our school can provide quality education to our children in a safe manner, if we work together to solve problems.

Respectfully,

Daren Kurle, Superintendent
Belfield Public School District

Assumptions & Assurances

The Belfield School District believes:

- Every student should have the opportunity to engage in learning, regardless of the spread of COVID-19 in our community.
- Schools have a vital role in providing safe environments for students, focusing on both social-emotional and physical health.
- By working together with educators, staff, health care professionals, parents, students, and community members we can solve most challenges.
- Our district will make decisions based on the most current guidance from local, state, and national health care officials.
- Our School Board will ensure our plan meets the needs of our students, educators, staff, and community.

Our Planning Team

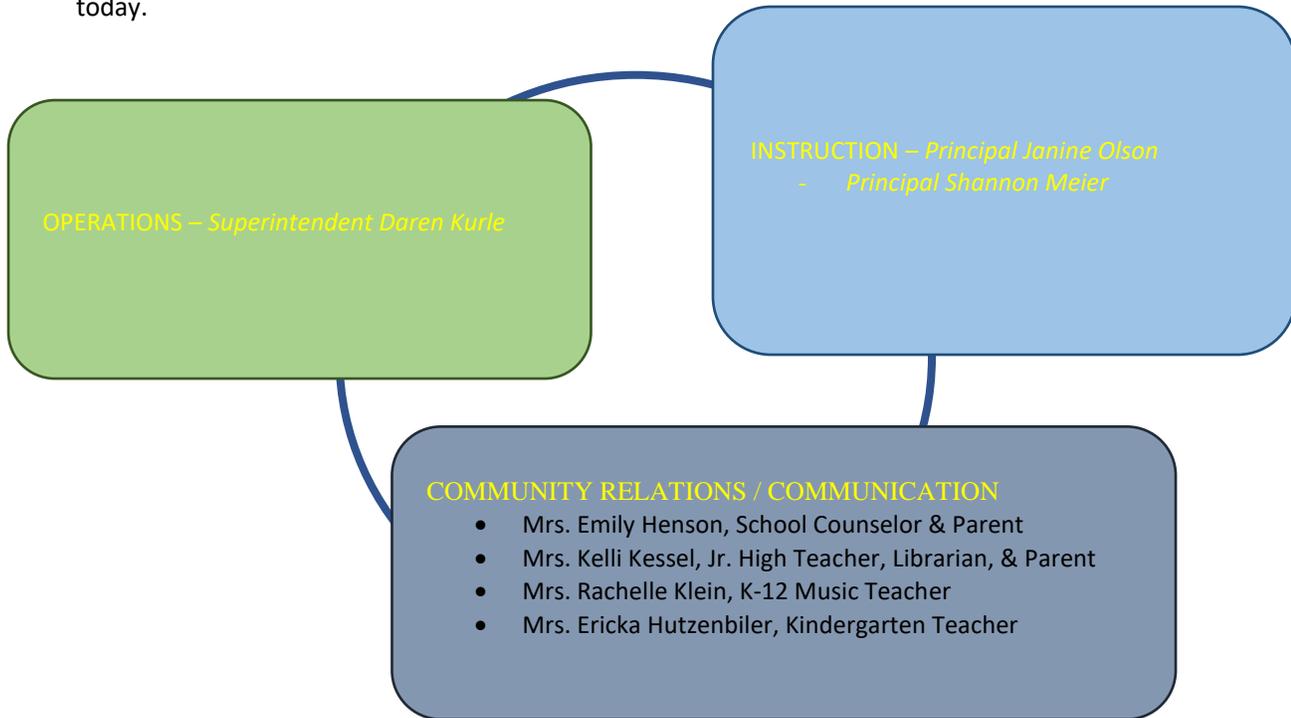
The Belfield Public School District's Return to Learning Plan was crafted and reviewed by a team consisting of the following:

- Mr. Daren Kurle, Superintendent
- Mrs. Shannon Meier, 7-12 Principal
- Mrs. Janine Olson, Elementary Principal
- Mrs. Rachelle Klein, K-12 Music
- Ms. Ericka Hutzenbiler, Kindergarten Teacher
- Mrs. Kelli Kessel, Jr. Social Studies, Librarian, and Parent
- Mrs. Emily Henson, Counselor and Parent

The Belfield Public School District believes that students and staff members are in control of their own health decisions. If students are "slightly" sick or if parents do not feel comfortable sending their children to school, we strongly believe they should have the option to exercise the choice to remain home until the child is better. Additionally, students (and/or parents) requesting a full distance education will receive that. However, it is important to note that instruction *will be* more rigorous than it was in the spring of 2020. We believe it is vitally important for our students to continue to work to meet all standards and achieve learning goals.

COVID-19 Response Team & Coordinators

This organizational structure was crafted to assist in the development and monitoring of the district’s return to learning plan. This structure identifies leaders and guiding team members that will serve as a voice in how the district responds to COVID-19 during the school year. This plan is designed to address the issues of reopening as well as provide a nimble and responsive process to address issues that may not be recognized today.



The three components have been identified as key operational teams that consist of multiple departments. Each operational team will work to implement the health and safety smart restart plan and address challenges as they arise.

COVID-19 Building Level Coordinators

Each school building will have an identified COVID-19 Coordinator who will be responsible for the health and safety preparedness and response planning. Coordinators will make themselves available to the NDDoH 24 hours a day/7 days a week to respond to phone calls from public health. This position will assist public health in identifying and notifying close contacts in the school setting. The coordinator will report cases of COVID-19, found in the school setting, to health officials and the State Superintendent’s office. The School Superintendent will assume the role of COVID-19 Coordinator, and building level coordinator for the Belfield School buildings. If the coordinator is unable to be reached the secondary contacts will be Shannon Meier, 7-12 Principal, and Janine Olson, Elementary Principal.



Phases

The following phases will be used to define the community risk level associated with COVID-19. These phases align with the color-coded guidance in the ND Smart Restart Plan. Each level is reported to schools by the NDDoH after rigorous testing and assessment of cases in the community. [ND Smart Restart Plan](#)



Instructional Models

The instructional models used by the district will be guided, in part, by the risk level of COVID-19 in the community as defined within the phases above. This is a guide as instructional models could be altered based on other factors, such as occupancy levels, age of children, and abilities to move certain classes online.



Traditional Learning

All instruction is delivered in-person with some building and group modifications. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety.



Blended Learning

Students report to school on a modified schedule. Multiple hybrid models of instructional delivery may be appropriate to meet the educational needs through a variety of delivery models.



Distance Learning (Microsoft Teams)

All instruction is provided off-campus through the use of distance learning resources or suited to the unique needs of the student.

Health and Safety Guidance

The district strives to provide a healthy and safe environment for all who occupy our schools. The following guidelines are intended to provide a framework for the district's response to COVID-19.

Resources

ND Department of Public Instruction - <https://www.nd.gov/dpi/parentscommunity/nddpi-updates-and-guidance-covid-19>

ND Department of Health - <https://www.health.nd.gov/diseases-conditions/coronavirus>

Center for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Best Intentions

Despite taking every reasonable precaution, there is no guarantee that our schools will be without risk as it relates to COVID-19. The virus will be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, may not prevent any student or staff member from being in contact with the virus.

Protect Yourself and Others

Wash your hands often



- Wash with soap and water for at least 20 seconds especially after blowing your nose, coughing, or sneezing.
- If soap and water are not available, use hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth.
- Students are encouraged to wash their hands often throughout the day.

Avoid close contact



- Keep social distance from others especially important for people who are at a higher risk of getting sick.
- Alternate or modified schedules, adjustments to use of common areas, use of outdoor spaces and other actions that increase physical separation may be considered.
- The sharing of instructional materials should be limited as much as possible.
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed.
- Visitors will be required to wear a mask to gain entry into the building.

Cover coughs and sneezes



- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw tissues away and wash hands or use hand sanitizer to prevent spread.

Clean and disinfect



- School staff should clean and disinfect frequently touched surfaces daily.
- We will do what we can to reduce the use of shared materials, but if materials are shared, efforts will be made to clean and disinfect such items.
- Classrooms will be cleaned nightly by custodial staff.

Cover your mouth and nose with a cloth face cover when around others.



- The wearing of masks will be recommended within the [ND Smart Restart Guidance](#).
- At this point, we are recommending, but not requiring masks for students or staff. Anyone choosing to wear a mask has every right to do so as each person is in charge of their own health and the health of their family.
- The wearing of face masks is not required in the Green or Yellow stage.



Belfield Public School COVID-19 PPE Guidance

STAFF	PPE
All staff (other than what is outlined)	Encouraged to wear cloth face coverings
All Students	Encouraged to wear cloth face coverings.
Public facing staff (i.e. receptionists/clerical) unless plexiglass partition is in place.	Required face shield or cloth face mask
Staff caring for / instructing a student in a small space – small group – for more than 15 minutes. (i.e. Nurse, SPED, EL, educator)	Building administrators in consultation with SW District Health Unit educator will determine if face coverings or face shield are required . This may be influenced by instructional and learning needs of the student and health considerations of all occupants in the room.
All staff	Recommend wearing a cloth face covering.
All Students	Recommend wearing a face mask. Students will be provided breaks and allowed to remove their mask when outside or in spaces that can accommodate social distancing.
<i>All staff and students in school bus</i>	Strongly recommend wearing a face covering

Monitor your health daily



- Be alert for symptoms. Watch for a fever, cough, or shortness of breath.
- Parents are asked to screen their children each day before sending them to school. Use the screening guidance provided (see appendix).
- Staff and students who are sick should stay home.
- Temperatures of symptomatic students or staff will be taken at the school office.
 1. Symptomatic students will be masked, isolated, and their guardians contacted.

Health & Safety Protocols

Student & Staff Health

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. The Belfield School will take the following measures to ensure all students and staff are healthy while they are at school.

Identifying Students & Staff at Higher Risk

- Back to School and enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professionals' diagnosis. This information will be provided to the superintendent (COVID-19 Coordinator) who will contact the family and discuss instructional model options.
- The superintendent will inquire of all employees if they are at-risk, based on a health professionals' diagnosis. The superintendent will work in partnership with the building principals and the employee to coordinate adjustments to the work schedule or workplace if possible.
- When the NDDoH or our SW District Health Unit informs the district of a student or staff member that is COVID-19 positive that information will be passed on to superintendent and the building principals as allowable within district policy and law.

Isolation & Quarantine

- Definitions (see appendix for more information).
 1. Isolation – For people who are already sick from the virus. A prevention strategy used to separate people who are sick with the virus from healthy people.
 2. Quarantine – For people who are not sick but have been exposed to the virus. A prevention strategy used to monitor people who were exposed for a period of time.
- The Belfield School District will follow isolation and quarantine guidelines and directives as set by NDDoH and SW District Health Unit.

If a student or staff members becomes sick at school (or school event)

- Student
 1. Direct/escort the child to the office.
 2. The child shall be provided a facial covering and required to wear it. Additionally, the child will be isolated.
 3. The child's temperature will be taken.
 4. Parent/guardian will be contacted to pick up their child.
- Staff
 1. Inform your supervisor immediately and wear a face mask / shield until they can be replaced if supervising students at that time.
 2. Leave the school building/grounds and consult with a health care professional.

Return to School

- When a student or staff member has been isolated or quarantined as directed by NDDoH or SW District Health Unit they will be allowed to return to school after being cleared by the NDDoH.

Health Checks

- To accomplish our goal of reopening our school and keeping it open, it will be important for students, staff, parents, and patrons to do their part by following health guidance and monitoring their health.
- In cooperation with the Southwest District Health Unit, we ask that as students and staff prepare for school each day, ask yourselves the following questions: **(Also found on Page 14)**
 1. Since your last day in school, have you had any of these symptoms that are NOT attributable to another condition, like allergies, for example?
 - Fever (100.4 F or higher) or chills?
 - Cough?
 - Shortness of breath or difficulty breathing?
 - Fatigue?
 - Congestion or runny nose?
 - Nausea?
 - Vomiting?
 - Diarrhea?
 - Muscle and/or body aches?
 - Headaches?
 - Sore throat?
 - New loss of taste?
 - New loss of smell?

IF THE ANSWER IS YES TO ANY OF THESE SYMPTOMS, please do the following:

- Do NOT send your child to school
- Contact your healthcare provider for guidance to determine if testing for COVID-19 is recommended.

2. Has your child been tested for COVID-19 due to your symptoms or contact and the results are pending? If YES, do NOT send your child to school *until*:
 - Your child's test is negative **AND**
 - Your child has been fever-free for 24 hours without the use of fever-reducing medications
 - other symptoms have improved.
3. Has your child tested positive for COVID-19 **OR** was directed by a healthcare provider to stay home? If yes, do NOT send your child to school *until*:
 - Your child has been isolated for at least 10 days from symptom onset and at least 3 days have passed since symptoms have improved **OR**
 - Your medical provider has determined a different illness than COVID-19 and cleared your child to return to school.
4. Has your child has close contact (within 6 feet for more than 15 minutes) with someone testing positive for COVID-19?
 - If so, **DO NOT** send your child to school *until* your child has been isolated for 14 days and experiences no COVID-19 symptoms.
 - If symptoms DO present during the isolation period, follow instructions above for seeking medical guidance and possible testing for COVID-19.

Guidance for Grade Level & School Building Level Closure

This is intended as guidance for COVID-19 Coordinators and school leaders on when to close classrooms, grades, and buildings.

- Close contact as defined as being within 6 ft. of another individual for 15 min or greater.
- If a school is closed for any length of time, the district will determine which mode of instruction will resume.
- Southwest District Health Unit and NDDoH will be consulted for local decision-making
- NDDoH may close a school or district at their discretion

Transportation

“Normal” transportation will not be possible when trying to abide by the guidelines set forth. We ask that parents are diligent about checking temperatures and going through the checklist within this document prior to sending students to school on the bus. It is recommended that when possible, parents bring their children to school and pick them up if they are uncomfortable with our current transportation options.

- Routes may change throughout the year.
- Parents picking up/dropping off students should remain in their vehicles.
- Routes may be suspended during the year if our levels and/or protocols change.

Belfield School Operational Guidance

Blue / Green	
Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Implement reasonable accommodations to reduce school-wide and community spread.
Districtwide Practices:	<ul style="list-style-type: none"> • Social distancing where possible and reasonable. <ul style="list-style-type: none"> ○ Distancing on a school bus will be challenging; therefore, we encourage parents to consider alternate transportation for their child. • Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas. • Handwashing integrated throughout the day. • Hand sanitizer available throughout the building. • If a student becomes ill while at school, he/she will be moved to a designated area, and their temperature taken. The student will be required to wear a mask, and parents will be contacted. • Parents are asked to screen their children daily utilizing the daily health check list before sending their kids to school. (See Page 14) • Support and train parents on use of technology tools and online curricular resources. • All non-employees (maintenance, vendors, visitors, etc.) will be required to wear a mask to come into the school during school hours.
Schools:	<ul style="list-style-type: none"> • Protective measures may be implemented in office spaces. • Some school events, assemblies, and gatherings may be changed or cancelled.

	<ul style="list-style-type: none"> • Access to campus may be limited, with new protocols for building entry.
Classrooms:	<ul style="list-style-type: none"> • Students trained on how to access online learning resources including Microsoft Teams. • Limited use of shared materials and supplies. • Desks arranged to allow for cohort groups and social distancing where possible and reasonable. • Staff and students working in close proximity will be encouraged to wear a face covering.
Common Areas:	<ul style="list-style-type: none"> • Students when moving around the building will move in cohort groups and reasonably try to limit exposure to other groups. • Schedules may be altered to reduce cohorts passing in common areas. • Lunch times and location may be altered to reduce the number of students in the cafeteria at any one time. • Students will be taught the proper procedures while in school to maintain appropriate physical distancing in common areas. • At the beginning and end of the school day, parents/guardians need to drop off and pick up their students at the playground in the back of the school building. The District ask that parents/guardians do not accompany their child in the school building/school grounds.
Extracurricular & Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19.
Providing Services (FAPE)	<ul style="list-style-type: none"> • Services provided based on individual needs on IEP
IEP Meetings	<ul style="list-style-type: none"> • Meetings have the option of taking place in person in the building or through virtual means.
Assessments	<ul style="list-style-type: none"> • Evaluations/assessments will be completed within the 60-day IDEA guideline.

<h1>Yellow</h1>	
Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Maximize social distancing cohort where possible. • Support blended learning model.
Districtwide Practices:	<ul style="list-style-type: none"> • Based on identified COVID cases of students and staff targeted closures may be implemented (class, grade, department, etc), while other groups remain open and meeting students in person. • Social distancing where possible and reasonable. <ul style="list-style-type: none"> ○ Distancing on a school bus will be unachievable; therefore, we encourage parents to consider alternate transportation for their child. • Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas.

	<ul style="list-style-type: none"> • Handwashing integrated throughout the day. • Hand sanitizer available throughout the school. • Support and train parents on use of technology tools and online curricular resources. • If a student becomes ill while at school, he/she will be moved to a designated area, and their temperature taken. The student will be required to wear a mask, and parents will be contacted. • Parents are asked to screen their children daily utilizing the daily health check list before sending their kids to school. (See Page 14) • All non-employees (maintenance, vendors, visitors, etc.) will be required to wear a mask to come into the school during school hours.
Schools:	<ul style="list-style-type: none"> • Protective measures will be maintained in office spaces. • Some school events, assemblies, and gatherings may be changed or cancelled. • Access to campus may be additionally limited, with new protocols.
Classrooms:	<ul style="list-style-type: none"> • Students may be attending school on a hybrid schedule. • Students will be expected to engage in learning opportunities online using Microsoft Teams on days they are not in school. • The current hybrid model is being developed by the district and will be posted on our social media account. • Teachers are expected to attempt to make direct student/family contact at least one time per week. • Limited use of shared materials and supplies when students are in school. • Desks arranged to allow for cohort groups and social distancing where possible and reasonable. • Staff and students working in close proximity are strongly encouraged to wear a face covering.
Common Areas:	<ul style="list-style-type: none"> • Students when moving around the building will move in cohort groups and reasonably try to limit exposure to other groups. • Schedules may be altered to reduce cohort passing in common areas. • Lunch times and location may be expanded to accommodate the number of students. • Students will be taught the proper procedures while in school to maintain appropriate physical distancing in common areas. • At the beginning and end of the school day, parents/guardians need to drop off and pick up their students at the playground in the back of the school building. The District ask that parents/guardians do not accompany their child in the school building/school grounds.
Extracurricular & Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19. • Share technology support resources for parents.
Providing Services (FAPE)	<ul style="list-style-type: none"> • Services provided based on individual need on IEP
IEP Meetings	<ul style="list-style-type: none"> • Meetings may take place in person or through virtual means.
Assessments	<ul style="list-style-type: none"> • Evaluations/assessments will be completed within the 60-day IDEA guideline in person or through virtual means.

Orange / Red

Priorities:	<ul style="list-style-type: none"> • Reduce the risk of community spread by closing the school. • Possible opportunities for at-risk student population for person and group instruction or intervention.
Districtwide Practices:	<ul style="list-style-type: none"> • Online instruction will be used district wide in all courses at all grade levels. • Instruction will focus on the planned curriculum and standards. • Attendance and academic progress will be expected. • Grading policies will not be suspended. • Implement internet access (wifi) hot spots around the school, to support distance learning for those that may not have it in their homes. • The District has limited technology to offer, but we will do our best to offer devices to families who don't have access to one. • Local food distribution may be implemented by food service program.
Schools:	<ul style="list-style-type: none"> • Closed to the general public except by special arrangement with the district office. • Small group meetings or instruction may be allowed, particularly for special needs students or academic interventions.
Classrooms:	<ul style="list-style-type: none"> • Students will engage in learning at the home. • Students will be expected to engage in learning opportunities online using Microsoft Teams. • Teachers are expected to make direct student/family contact at least one time per week. • Daily live attendance is required with exceptions addressed on a case by case basis.
Extracurricular & Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities. • Athletic and other extra/co-curricular activities likely suspended.
Communications:	<ul style="list-style-type: none"> • Clear communication about academic expectations and grading shared with students and families. • Share technology support resources for parents.
Providing Services (FAPE)	<ul style="list-style-type: none"> • Services may cease in person and shift to online
IEP Meetings	<ul style="list-style-type: none"> • Meetings may be done in person or through virtual means.
Assessments	<ul style="list-style-type: none"> • Efforts will be made to complete valuations/assessments within the 60-day IDEA guideline in person or through virtual means.



BEFORE SCHOOL!



Parents are asked to review this daily health checklist by answering these questions before sending their child to school.

(Parents do not need to send the questionnaire to school)

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes ___ No ___

Does your child have a new or worsening shortness of breath?

Yes ___ No ___

Does your child have new or worsening cough?

Yes ___ No ___

Does your child have a fever of 100.4 or greater?

Yes ___ No ___

Does your child have chills?

Yes ___ No ___

Does your child have a sore throat?

Yes ___ No ___

Does your child have a new loss of taste or smell?

Yes ___ No ___



If **YES** to any of the questions **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.

COVID-19: What's the Difference Between Physical Distancing, Quarantine and Isolation?

	PHYSICAL DISTANCING	QUARANTINE	ISOLATION
Who is it for?	People who haven't been exposed to the virus or are not aware of exposure to the virus.	People who don't currently have symptoms of the virus but were exposed to the virus.	People who are already sick from the virus.
What is it?	A precautionary measure used to help prevent the spread of the virus.	A prevention strategy used to monitor people who were exposed to the virus for a period of time to see if they become ill.	A prevention strategy used to separate people who are sick with the virus from healthy people.
Where does it take place?	Takes place outside the home in public places like grocery stores and work environments.	Takes place in a home setting.	Can take place in a home when medical attention is not required. Takes place in a hospital when medical care is required.
When do I use it?	At all times until further directed by the ND Department of Health.	If you have recently traveled internationally or have known exposure to the virus.	If you have tested positive or have symptoms and have not yet obtained a test.
How long is it for?	At all times until further directed by the ND Department of Health.	14 days after your last exposure. Once your quarantine period has ended, if you do not have symptoms, you may return to your normal routine.	A minimum of 10 days from the beginning of symptoms and 72 hours after your fever is gone without the use of fever-reducing medicine and other symptoms have significantly improved.
What does this mean for my daily life?	<ul style="list-style-type: none"> • Avoid large gatherings. • Stay 6-feet away from people. • If you are unable to stay 6-feet away from other people, wear a cloth face covering. • Call or video-chat with friends or loved ones, particularly those that are elderly or have underlying health conditions that places them at high-risk. • If possible, work from home. • Practice good hygiene and avoid shaking hands or touching your face. • If you become ill and need medical attention, call your health care provider. 	<ul style="list-style-type: none"> • Stay at home and avoid close contact with others. • Do not attend school, work or any other setting where you cannot maintain a 6-foot distance from other people. • Call or video-chat loved ones. • For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. • Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often. • Monitor your symptoms. If you become ill and need medical attention, call your health care provider. 	<ul style="list-style-type: none"> • Do not leave your home unless it is in an emergency. If you are in a home with others, stay in a "sick" room by yourself and, if possible, do not share a bathroom. • If you have a pet and live with others, do not touch your pet. • For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. Try to stock up for the duration of the isolation. • Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often. • If a caregiver cleans your room or bathroom, they should wear a mask and wait as long as possible after you've used the bathroom. • Contact your health care provider immediately if you experience severe symptoms.