

The logo of Sweetwater County School District Number One is a large, faint watermark in the background. It is an octagonal seal with a Greek key border. Inside the seal, there is a central shield containing a figure holding a book and a torch. Below the shield are the letters 'R' and 'S' in a large, stylized font. At the bottom of the seal, there is a banner with the year '1915'.

# **SWEETWATER COUNTY SCHOOL DISTRICT NUMBER ONE**

## **Re-entry (Smart Start) Plan 2020/2021**

**Vision Statement:** As an innovative district, united with our community, we empower and inspire all students to academic excellence in pursuit of their interests and passions.

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# Smart Start Crosswalk

(Sweetwater County School District #1 Smart Start Plan & WDE Smart Start Assurances)

WDE Assurances	WDE Requirements	SCSD#1 Smart Start Plan
Tiers of Instruction	Tier I - Open  Tier II - Hybrid  Tier III - Full Virtual (ALP)	Yes - Pages Phase I Traditional School-w/Modifications  Phase II Hybrid Model  Phase III Full Virtual
Communication	<p><u>Do First</u></p> <ul style="list-style-type: none"> <li>● Develop a detailed communications plan to share with students, parents, staff, the community, and state and local school boards regarding the reopening of school buildings.</li> <li>● Create a glossary of terms related to COVID-19 using the CDC’s definitions in order to establish a consistent vocabulary.</li> </ul> <p><u>Immediately Prior to Opening</u></p> <ul style="list-style-type: none"> <li>● Continue to implement a detailed communications plan to share with students, parents, staff, the community, state and local school boards regarding the reopening of school buildings.</li> </ul> <p><u>Schools are Open and Operating</u></p> <ul style="list-style-type: none"> <li>● Continue to communicate using your plan as a guide. Actively and authentically engage parents and caregivers, families, and students in order to continue to build trust and credibility as conditions in your community change.</li> </ul>	Yes - Pages

<p>Safety and Wellness</p>	<p><u>School Day</u></p> <ul style="list-style-type: none"> <li>● Develop a plan for student arrival to building.</li> <li>● Develop a plan for entrance to building whether limiting the number of entrances open or requiring specific groups to use specific entrances.</li> <li>● Parents should screen their children daily for symptoms of COVID-19 before sending their children to school.</li> <li>● Emphasize the importance of staying home when ill.</li> <li>● Any student reporting an illness will be sent home. Symptomatic students who are awaiting pickup by a parent or guardian will wear a mask even if separation from healthy students is feasible.</li> <li>● Staff will be instructed to remain home if any symptoms are present. Staff who might develop symptoms at work should have access to masks as they leave the building.</li> </ul> <p><u>Transitions</u></p> <ul style="list-style-type: none"> <li>● Work with the local health department to develop a plan for incremental transitions in hallways.</li> <li>● Adhere to local health department requirements regarding hand washing, masks, water fountains, and restrooms.</li> <li>● Develop a plan to make hand sanitizer available at multiple locations within the building.</li> </ul> <p><u>Dismissal</u></p> <ul style="list-style-type: none"> <li>● Any student with reported symptoms will follow CDC and state or local health department guidelines for return to school/work.</li> <li>● Adhere to local health department requirements regarding health and safety protocols, regarding hand washing/hand sanitizer, cleansing equipment, social distancing, etc.</li> </ul>	<p>Yes - Pages</p>
<p>School Operations</p>	<p><u>Transportation</u></p> <ul style="list-style-type: none"> <li>● Each school district will operate district transportation in a way that maximizes social distancing, use of face coverings, and appropriate hygiene measures. When social distancing is not possible, students should wear face coverings to the greatest extent possible.</li> <li>● Enhanced sanitation and cleaning measures will be employed following guidelines provided by state and/or federal agencies.</li> <li>● Students and parents will be informed of requirements and protocols, and signage will be displayed when and where appropriate as reminders.</li> <li>● Parents should screen their children daily for symptoms of COVID-19 before sending their children to school.</li> </ul> <p><u>Nutrition Services</u></p>	<p>Yes - Pages</p>

	<ul style="list-style-type: none"> <li>● Each school district will operate district nutrition services in a way that maximizes social distancing, use of face coverings, and appropriate hygiene measures.</li> <li>● Cleaning and sanitation protocols will meet or exceed USDA, state health department, and federal food service guidelines.</li> <li>● Eliminate self-serve options from district nutrition services.</li> </ul> <p><u>Facilities</u></p> <ul style="list-style-type: none"> <li>● Each school district will operate all facilities in a way that maximizes social distancing, use of face coverings, and appropriate hygiene measures. When social distancing is not possible, staff and students should wear face coverings to the greatest extent possible.</li> <li>● Cleaning and sanitation protocols will meet or exceed federal and state guidance.</li> <li>● Students and parents will be informed of requirements and protocols, and signage will be displayed when and where appropriate as reminders.</li> <li>● Parents should screen their children daily for symptoms of COVID-19 before sending their children to school.</li> </ul> <p><u>Activities</u></p> <ul style="list-style-type: none"> <li>● Each school district will operate student activities in a way that maximizes social distancing, use of face coverings, and appropriate hygiene measures. When social distancing is not possible, staff and students should wear face coverings to the greatest extent possible. For athletics, face coverings should be worn by coaches, staff, officials, parents, and spectators whenever six feet of separation cannot be maintained. Players should refrain from wearing face coverings during strenuous activity.</li> <li>● School districts will follow the guidance provided by the Wyoming High School Activities Association.</li> <li>● Athletes must be screened prior to participating in allowable sanctioned sports.</li> <li>● Employ enhanced sanitation and cleaning measures.</li> </ul>	
Instruction and Technology	<p style="text-align: center;"><u>Preparation for School Year</u></p> <p>Tier I</p> <ul style="list-style-type: none"> <li>● On-site student learning should occur in accordance with state or local public health directives or orders.</li> <li>● Provide high quality standards-based instruction for all students.</li> <li>● Provide all “specially designed instruction” and related services as indicated on the student’s IEP.</li> <li>● Notify parents of all changes to specially designed instruction or related service delivery.</li> <li>● If the district does not offer virtual education or remote education as an option for students who do not qualify for homebound instruction: Review home-school statutes with parents who choose to home-school</li> </ul>	Yes - Pages

	<p>students.</p> <ul style="list-style-type: none"> <li>● If districts offer remote education as an option for students who do not qualify for homebound instruction:             <ol style="list-style-type: none"> <li>1. Teachers must be in their classroom instructing face-to-face students while simultaneously instructing remote students.</li> <li>2. Attendance is tracked twice a day (elementary) or class period (middle/secondary).</li> </ol> </li> <li>● If districts allow off-site instruction and partners with a statewide virtual education provider for students who do not meet homebound instruction:             <ol style="list-style-type: none"> <li>1. Put an agreement in place with a statewide virtual education provider.</li> <li>2. Provide a district-assigned learning coach for each student.</li> </ol> </li> <li>● If districts allow off-site instruction and are the virtual education provider for students who do not meet homebound instruction:             <ol style="list-style-type: none"> <li>1. Have virtual education programs and classes approved by WDE.</li> <li>2. Use only Wyoming certified teachers.</li> <li>3. Teachers must receive seven hours of PTSB approved PD related to virtual education instruction during the school year.</li> <li>4. Attendance is tracked at least once a week through virtual education participation metrics.</li> </ol> </li> </ul> <p>Tier II</p> <ul style="list-style-type: none"> <li>● During in-person learning, follow state or local public health directives or orders.</li> <li>● Provide high quality standards-based instruction for all students.</li> <li>● Provide all “specially designed instruction” and related services as indicated on the student’s IEP.</li> <li>● Notify parents of all changes to specially designed instruction or related service delivery</li> <li>● Determine which students will have access to on-line technology and how instruction will be delivered when there is no technology or connectivity.</li> <li>● District must be able to provide off-site instruction through at least one of the options listed below if a school closure is not required by a state or local public health directive or order: If district offers remote education as an option for students who do not qualify for homebound instruction:             <ol style="list-style-type: none"> <li>1. Teachers must be in their classroom instructing face-to-face students while simultaneously instructing remote students.</li> <li>2. Attendance is tracked twice a day (elementary) or class period (middle/secondary)</li> </ol> </li> <li>● If districts allow off-site instruction and partners with a statewide virtual education provider for students who do not meet homebound instruction:             <ol style="list-style-type: none"> <li>1. Put an agreement in place with statewide virtual</li> </ol> </li> </ul>	
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- education provider.
- 2. Provide a district-assigned learning coach for each student.
- If district allows off-site instruction and are the virtual education provider for students who do not meet homebound instruction eligibility requirements:
  1. Have virtual education program and classes approved by WDE.
  2. Use only Wyoming certified teachers.
  3. Teachers must receive seven hours of PTSB approved PD related to virtual education instruction during the school year.
  4. Attendance is tracked at least once a week through virtual education participation metrics.

Tier III

- Implement an adapted learning plan when state or local public health directives or orders require schools to close.
- Provide high quality standards-based instruction for all students with the expectation that all essential standards are taught.
- Provide all “specially designed instruction” and related services as indicated on the student’s IEP.
- Notify parents of all changes to specially designed instruction or related service delivery
- District must be able to provide off site instruction through at least one of the options listed below if a school closure is not required by a state or local public health directive or order:
  - Option 1: If districts allow off-site instruction and partners with a statewide virtual education provider for students who do not meet homebound instruction:
    1. Put an agreement in place with a statewide virtual education provider.
    2. Provide a district-assigned learning coach for each student.
  - Option 2: If districts allow off-site instruction and are the virtual education provider for students who do not meet homebound instruction:
    1. Have virtual education program and classes approved by WDE.
    2. Use only Wyoming certified teachers.
    3. Teachers must receive seven hours of PTSB approved PD related to virtual education instruction during the school year.
    4. Attendance is tracked at least once a week through virtual education participation metrics.

First Weeks of School

Tier I

- No Requirements

Tier II

- Review previous year’s assessments to calibrate

	<p>individualized learning.</p> <ul style="list-style-type: none"> <li>● Off-site learning is available for students unable to attend school in person.</li> <li>● Students will utilize assigned devices to minimize transmitting germs between multiple users</li> <li>● Devices should be sanitized after each use.</li> </ul> <p><i>Concurrent Enrollment</i> – Concurrent courses fall under higher education standards for completion and content, and is necessary to establish a contingency plan if closures become necessary. This plan should identify how a distance education version of the course will be offered (LMS, synchronous vs. asynchronous, etc.), what content must be completed, alternative grading system and attending policy, and a timeline that includes completion date.</p> <p><i>Dual Enrollment</i> – These courses are covered by community college policy rather than K-12 policy. Therefore, districts should communicate this information to students enrolled in dual enrollment courses and advise them to follow guidance from their community college instructor if course delivery methods change due to COVID-19 conditions.</p> <p>Tier III</p> <ul style="list-style-type: none"> <li>● Operate under the provisions of the approved district adapted learning plan.</li> </ul>	
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<b>District Medical Protocol</b>	
Positive Case in School	In the event of a confirmed case of COVID-19 within a school, the District will immediately notify local health officials. These officials will help administrators determine a course of action for their child care programs or schools.
Resurgence in local and neighboring Communities	Follow directives of the County Health Officer, State Health Officer, and Local/State Orders and utilize strategies appropriate for our District and community.

## **WDE Smart Start Legal Framework**

***Underlying assumption: There are no or limited statewide or local health orders in place. Schools are open to in-person instruction to start the year, subject to general social distancing and hygiene requirements.***

Situations:

***1. A student or staff member tests positive for COVID-19 in a school/building:***

- A student or staff members testing positive for COVID-19 and isolated at home for a period of time, based on current recommendations.
- Other students and staff members who came into close contact with the positive case will be quarantined for 14 days, or as otherwise directed. Guidance regarding close contact will be provided by the Wyoming Department of Health or the local health department.
- School or building could also be closed by state or local public health directive or order for a 2-5 day period (or longer if conditions warrant) to sanitize the facility and to conduct an investigation.

*Solutions:*

- (i) For the time period the school or building is closed due to a local or state public health directive or order, use W.S. 21-13-307 to hold the district harmless from ADM reduction. Will be expected to deliver education through the Smart Start plan.
- (ii) For the time period not covered by (i), the district should deliver homebound instruction to students isolated/quarantined via W.S. 21-4-402.

***2. A student is at risk for more severe illness or lives with someone who is, and cannot come back to school in the fall.***

*Solutions:*

- (i) District can deliver remote education to student via W.S. 21-13-330.
- (ii) District can deliver homebound instruction to student via W.S. 21-4-402.
- (iii) Student may enroll in a full time virtual education program.
- (iv) District may work within Chapter 41 for synchronous or asynchronous virtual education.

***3. A student is not at risk for more severe illness and does not live with someone who is, but has concerns about returning and will not return to school in the fall. Adapted learning plans and homebound instruction not applicable.***

*Solutions:*

- (i) Student may enroll in a full time virtual education program.
- (ii) WDE exploring flexibility on participation requirements for resident district delivering virtual education.
- (iii) Remote education is possible but need to track participation.

***4. Schools are closed locally or statewide through public health orders due to pandemic.***

*Solution:*

- (i) Districts are held harmless via W.S. 21-13-307 for periods of closure with an approved Smart Start plan. Expected to deliver education via Smart Start plan during period of closure.



## SWEETWATER COUNTY SCHOOL DISTRICT #1

### Strategic Plan 2018-2023

*As an innovative district, united with our community, we empower and inspire all students to academic excellence in pursuit of their interests and passions.*

*To provide a quality education for all students.*



**Sweetwater County School District #1 will create and foster academic success through partnerships with its schools, community and families.**

- Increase student and family awareness of educational and career opportunities in Sweetwater County and beyond.
- Instill and reinforce employability skills and a drive for learning.
- Recognize and celebrate student, family, community and employee contributions.



**Sweetwater County School District #1 will nurture a positive learning climate and culture.**

- Promote positive behaviors and relationships among students, staff, families and the community.
- Ensure schools are safe and secure.
- Proactively support physical, mental and emotional health.

*The Crest symbolizes the heart and soul of Sweetwater County School District #1. It was developed to unify education within the community, industry, and the character of Sweetwater County.*



*A pick and a shovel represent the chief industry*



*A few sprouts of sagebrush were added to portray the character of the surrounding country*



*An open book and a torch of knowledge depict scholarship*



*A loving cup represents sportsmanship, comradeship and loyalty*

## Sweetwater #1 Re-entry (Smart Start) Planning Process



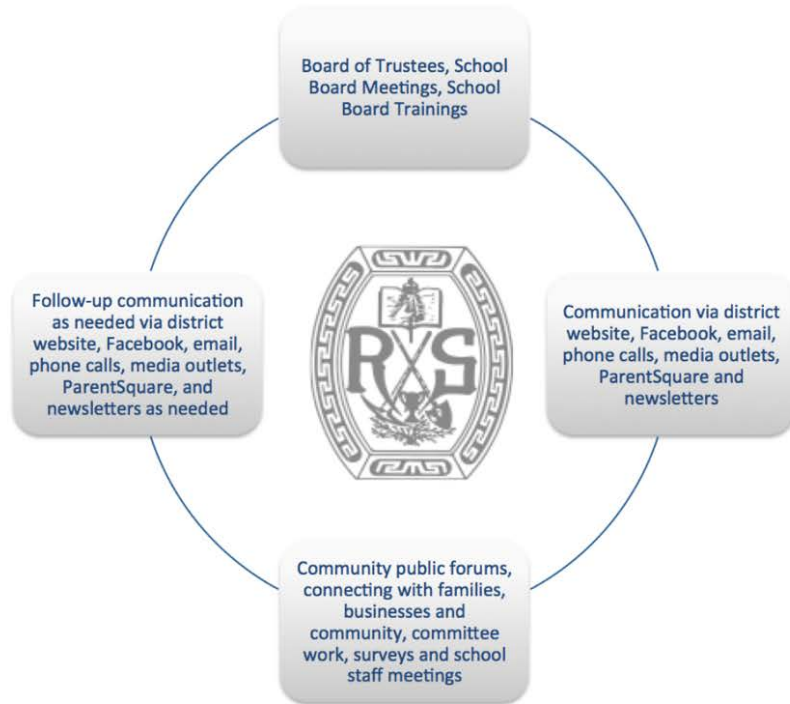
## Communications

### Communication Plan

Sweetwater #1 has an effective and clear communication plan that has been successfully implemented for the last five years in the community. Below is an infographic of the communication plan currently in effect for Sweetwater #1.

# Sweetwater County School District #1 Communication Plan

Sweetwater #1 communicates information using the tactics shown in the diagram. The process is the same just the topics change. Communication begins and ends with the Board of Trustees. District leadership plans, reviews and communicates information to all stakeholders in a timely manner. The district encourages two-way communication with all stakeholders. District leaders believe in conducting face-to-face public forums to gather input and feedback as well as for clarification. Leaders and staff actively monitor and are responsive to all communications. Connection with students, families, staff and the community is a priority.



Sweetwater #1 will work closely with county health officials to determine disease levels and control measures in our community. ParentSquare is and has been a very effective communication tool to reach all of our families, students, stakeholders, and community members. As the situation evolves, communication will follow the above infographic to notify the community.

## Staff Liaisons

- Building Level – School Nurses and Building Administrators
- District Level – Superintendent, Human Resources Director, and Chief Information Officer, Facilities Director

## Early Childcare and Youth Serving

- The local Head Start program is managed through Sweetwater County School District #1. A strong partnership exists to make sure our 3-4-year-olds are receiving the services and education needed to be successful.
- Community providers such as daycare facilities, Boys and Girls Club, Department of Family Services, and YWCA also receive communication due to ParentSquare information extending to all media outlets.

## Re-entry (Smart Start) Task Force

The District assembled a Task Force to support an effective school reopening process. Careful reopening plans will be for naught if parents or educators are not confident about the measures in place. Where schools open with significant modifications to schedules, classes, or logistics, minimizing chaos and confusion will depend on clear and consistent communication. The purpose and goals of the Task Force are listed below.

### Why

- In serving the educational priorities of students and acknowledging the unique health and safety needs of students and employees during the COVID-19 Pandemic, a Re-entry (Smart Start) Task Force is being formed as an advisory committee to the Superintendent and Board of Trustees to provide flexible and mobile plans with several alternatives for the opening of school and during the 2020/2021 school year. This Task Force is **not** a decision-making entity, but rather a committee to provide recommendations to the District. The future is uncertain and this plan will provide options the District may consider in keeping student and staff safety and well-being as our highest priority in the reopening and throughout the school year. School will begin on August 17, 2020 as previously scheduled.
- Schools need comprehensive communication plans to reach teachers and parents that leverage local media outlets, text messaging, websites, and email. The most important consideration is the health and safety of students and school personnel. Schools need to provide clear guidance on steps the school is taking.

### Who

- Facilitators: Kelly McGovern, Superintendent & Nicole Bolton, Director of Human Resources
- Minutes: Debbie Varras
  1. School Board Trustee: Max Mickelson
  2. School Board Trustee: Stephanie Thompson
  3. Parent/Business/Community Member: Trudi Morrey
  4. Parent/Business/Community Member: Kori Slaugh
  5. Parent/Business/Community Member: Misty Hay
  6. Parent/Business/Community Member: Cory Slane
  7. Parent/Business/Community Member: Amber Randall
  8. Parent/Business/Community Member (Rock Springs Fire Department): Steve Casey
  9. Sweetwater Education Association & Teacher (K-4): Cheryl Notman
  10. Student: Korbyn Hay
  11. Student: Joey Corbitt
  12. Teacher (5-6): Heather Young
  13. Teacher (7-8): Jacob Summers
  14. Teacher (9-12): Rhonda Gamble
  15. Specials (Art, Music, Library, PE): Brenna Franklin
  16. Teacher (Special Services): Rebecca Erickson
  17. Elementary Principal: Jennifer Palacios
  18. Junior High Principal: Wes Woodward
  19. High School Principal: Annie Fletcher
  20. Early childhood education: Cara Pedri
  21. Nurse: Kim Keslar
  22. County Health: Kim Lionburger
  23. Finance: Scot Duncan
  24. IT: Stephanie Tolman
  25. Special Services: Kayci Arnoldi
  26. Nutrition Services: Angie Erramouspe
  27. Transportation: Joe Clingenpeel



- 28. Facilities: Dan Selleroli
- 29. Counselor/Social Worker: Debbie Petrie-Bullock
- 30. School Resource Officers: Matt Register and Amanda Salazar

#### How

- The re-entry plan is grounded in data and guidance provided by local and state health officials, the Wyoming Department of Health, and the Centers for Disease Control (CDC). This framework includes hygiene, physical distancing, and other public health considerations. The COVID-19 Pandemic has closed schools in Sweetwater County School District Number One since March 23, 2020. The Task Force will review current health and safety guidelines, survey data from District parents and staff, and provide consideration for the Re-entry Plan as a community of stakeholders with expertise in their respective fields.
- In addition to the Task Force, two-way communication with the school community includes: parent and staff survey data, District homepage and public comment feedback with link provided, social media, ParentSquare, administrator meetings, director meetings, and Re-entry Plan approval from the Board of Trustees. Other information will be provided through press releases and Board of Education updates. Information affecting all of the schools and community will come from a District level; information pertaining to individual schools or a school will be delivered from those specific schools.

#### What

- The result will maintain alignment to the mission and vision of the District and ensure the safety and security of students and staff are the first priority of the District.
- The result will reinforce the importance of collaboration between the District and community. Consistent high expectations with strong communication promote community engagement, trust, and develop strong relationships between the District schools and the community.
- The result will be a District Re-entry Plan based upon guidelines from the CDC; Wyoming State Orders from Governor Gordon and State Health Officer Dr. Alexia Harrist; and Sweetwater County Orders from County Health Officer Dr. Jean Stachon.
- The Re-entry Plan must have flexibility for students, families, and employees in higher risk categories for infection with a robust tiered system of support created to safely reopen schools and keep them open.
- The result will be consistency in quality instruction across classrooms recognizing the importance of emotional, instructional, and physical well-being of students and staff. There has never been a bigger moment to examine our education system and improve our practices to further grow and advance Sweetwater County School District #1.

#### When

##### Task Force meetings:

- Wednesday, June 17<sup>th</sup>: 4:00 – 6:00 p.m. CAB Board Room
- Tuesday, June 23<sup>rd</sup>: 4:00 – 6:00 p.m. TBA
- Tuesday, June 30<sup>th</sup>: 4:00 – 6:00 p.m. TBA
- Tuesday, July 7<sup>th</sup>: 4:00 – 6:00 p.m. TBA

##### Administration meetings:

- Tuesday, June 16<sup>th</sup>: 1:00 - 3:00 p.m. Director meeting
- Tuesday, June 29<sup>th</sup>: 11:30 - 3:30 p.m. Central Officer Administrators
- Tuesday, June 30<sup>th</sup>: 9:00 - 2:00 p.m. Principal meeting
- Monday, July 6<sup>th</sup>: 2:00 - 4:00 p.m. Director Meeting
- Tuesday, July 7<sup>th</sup>: 9:00 - 1:00 p.m. Principal meeting
- Tuesday, July 21<sup>st</sup>: 9:00 - 1:00 p.m. Principal and Director meeting

##### Staff, parent and community feedback:

- June 22 - 26: Parent and community survey administered
- June 23 - 26: Staff survey administered
- July 10 – 15: window opens for staff and community to provide provide public comment on the Re-entry (Smart Start) Plan
- July 15: Board of Education Meeting – Presentation of Smart Start Plan and possible Board Action
- July 16 – August: Continue communication and plan for the start of school

## Terms and Definitions

Terms	Definition
ALP	Adapted Learning Plan
Asymptomatic	Not showing any symptoms (signs of disease or illness). Some people without any symptoms still have and can spread the coronavirus. They're asymptomatic, but contagious. Fever, cough, and shortness of breath are the main symptoms of COVID-19. Call your healthcare provider or a UVA clinic if you have any of the symptoms.
The Centers for Disease Control (CDC)	The United State's federal health protection organization.
Classroom Instruction	Instruction was defined previously as "the purposeful direction of the learning process"
Communicable	Similar in meaning as "contagious". Used to describe diseases that can be spread or transmitted from one person to another
Community Spread	The spread of an illness within a particular location, like a neighborhood or town. During community spread, there's no clear source of contact or infection.
Confirmed Case	Someone tested and confirmed to have COVID-19.
Congregate Settings	Public places that can get crowded and where contact with infected people can happen. This included places like malls, theaters, and grocery stores.
Coronavirus	A family of related viruses. Many of them cause respiratory illnesses. Coronaviruses cause COVID-19 SARS, MERS, and some strains of influenza, or flu. The coronavirus that causes COVID-19 is officially called SARS-CoV-2, which stands for severe acute respiratory syndrome coronavirus 2.
COVID-19	The name of the illness caused by the coronavirus SARS-CoV-2. COVID-19 stands for "coronavirus disease 2019".
COVID-19 Symptoms	Fever of chills, temperature greater than 100.4, persistent cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea (any symptom that is not normal for you).
Differentiated Instruction	Instruction that is based on students' strengths and weaknesses while meeting the same standards
Epidemic	A situation where more cases of disease than expected happen in a given area or to a group of people.
Epidemiology	The branch of medicine that studies how diseases happen and spread in communities of people. A person who studies epidemiology is called an epidemiologist.



Exposure	Swallowing, breathing or touching a substance thor the skin or eyes. Exposure duration may be immediat, short term (14 days or less), intermediate, or long term.
Flattening the Curve	Controlling the rate of new cases of COVID-19. The “curve” refers to a graph showing the number of cases of COVID-19 that happen over a period of time. Many cases happening in a short period of time create a graph that looks like a tall spike. By using protective measures, we can slow down how many new cases happen. This is the “flattening” of the curve - on the graph, the flattened curve winds up looking more like a gentle hill. Too many new cases happening in a short time can create a serious problem. Hospital systems only have so many supplies, like beds and PPE. There are also only so many doctors, nurses and other healthcare workers. Too many patients at one time can overwhelm these resources. This means sick and injured people may not get needed treatment. Flattening the curve reduces the numbers of people needing healthcare at one time. This allows hospitals to treat patients throughout the pandemic.
Homebound Instruction	Offering instruction to a student that is at home or hospitalized for more than one week due to injury or illness. W.S. 21-4-402.
Hybrid Educational Model	A blended learning platform in which students receive instruction in person and digitally (i.e. virtual learning)
Immunity	Your body’s ability to resist or fight off an infection. Your immune system is a network of cells throughout your body that help you avoid getting infected and help you get better when you are infected.
Immunocompromised	Also called immune-compromised or immunodeficient. This describes someone who has an immune system that can’t resist or fight off infections as well as most people. This can be caused by several illnesses. Some treatments for illnesses can also cause someone to be immunocompromised.
Incubation Period	The time it takes for someone with an infection to start showing symptoms. For COVID-19, symptoms appear 2-14 days after infection.
Medical Exception	Written note exempting an individual (include dates and details) from a certified Medical Doctor
Modified Instruction	How instruction is changed for the specific need of a student according to the phase we are in
Outbreak	A sudden increase of a specific illness in a small area
Pandemic	When a new disease spreads to many countries around the world.
PPE	PPE stands for personal protective equipment. This includes masks, face shields, gloves, gowns and other coverings that healthcare workers use to prevent the spread of infection to themselves and other patients.
Person Under Investigation (PUI)	When a health provider suspects a person has the coronavirus But, no test has confirmed the infection.
Presumptive Positive Case	When a person tests positive for the coronavirus, but the CDC hasn’t confirmed the case.
Quarantine	Sometimes called “isolation”. Quarantines keep people away from each other to prevent the spread of disease. Stay-at-home orders are a type of quarantine. Governments sometimes order quarantines to keep healthy people from exposure to infected people. They give rules to behavior and boundaries to movement.
Remote Education	Classes delivered by a teacher located in a physical classroom with students present while also providing simultaneous remote instruction. Remote education instruction is delivered through

	interactive, synchronous technology which allows the student receiving the remote education to ask questions, make comments, and interact in real-time with the teacher, classroom students, and other remote students. W.S.21-13-330(m)(n)
Screening	This is not the same as a coronavirus test. This step helps healthcare workers to decide if you actually need a coronavirus test. It's a series of basic questions about your health condition and recent history. Screening may also include other common healthcare procedures, like taking your temperature.
Self-Isolation	Also called self-quarantine. Separating yourself when you're sick from health individuals to prevent spreading illness.
Shelter in Place	An order for people to stay where they are and not leave for their own protection. A stay-at-home order is a kind of shelter-in-place order.
Social Distancing	Also called physical distancing. It means putting space between yourself and other people at all times. The goal is to slow down how fast an infection spreads. Stay-at-home orders are a way that the government can enforce social distancing. The CDC recommends keeping at least six feet between you and others around you in public. Social distancing also includes avoiding crowds and groups in public.
Symptomatic	When a person shows signs of illness. For COVID-19, that includes cough, fever or shortness of breath.
Ventilator	A machine that supplies oxygen to a patient with severe lung issues. People with severe cases of COVID-19 can't provide enough oxygen to their body. Their lungs are too limited. A ventilator machine requires a specialist or respiratory therapist. It is more invasive than an oxygen mask. Many hospitals don't have a supply of ventilators big enough for the COVID-19 outbreak.
Virtual Education	School district programs and classes approved by the agency pursuant to W.S. 21-2-202(a)(xxxi), 21-13-330(f-k), and the Chapter 41 Virtual Education Rules for delivery when the teacher and student are in separate locations. Virtual education instruction is primarily delivered through technology and can be asynchronous or synchronous
Virtual Learning	Virtual learning is a learning experience that is enhanced through utilizing computers and/or the internet both outside and inside the facilities of the educational organization.
Wyoming Department of Health Glossary of Term Links	<a href="https://health.wyo.gov/healthcarefin/medicaid/pharmacy-services/acronyms/">https://health.wyo.gov/healthcarefin/medicaid/pharmacy-services/acronyms/</a>
CDC Glossary of Terms Links	<a href="https://www.cdc.gov/niosh/ocas/pdfs/misc/glossary.pdf">https://www.cdc.gov/niosh/ocas/pdfs/misc/glossary.pdf</a> <a href="https://www.cdc.gov/cccredit/glossary.html">https://www.cdc.gov/cccredit/glossary.html</a>



## Safety and Wellness

### **CDC Activities and Initiatives Supporting the COVID-19 Response for Reopening Schools**

The CDC guidance is not intended to be absolute or comprehensive of all situations. CDC recommends determining appropriate actions while adjusting to meet the unique needs and circumstances of the local community, which is something best accomplished by the District in communication with local public health officers and other responders.

CDC recommends that prior to opening of buildings for schools, water systems and HVAC systems should be checked for safety to minimize the risk of Legionnaires' disease and other diseases associated with water. Ventilation systems should be checked and operating properly with increased circulation of outdoor air as much as possible, including permitted windows to be open. All buildings of the District have been carefully disinfected during the closure period.

CDC does make some specific recommendations for schools as a part of its much broader reopening America plan. The school specific guidance is contained within Appendix F: Setting Specific Guidance and begins at page 45. The guidance includes the following key points:

1. Upon reopening, conduct daily health checks (temperature screening and/or symptoms checking of both staff and students. Such screening is to be conducted safely and in accord with applicable privacy laws maintaining confidentiality of information.
2. Require sick students or staff to stay home. Give staff and students and parents the ability to self-report to administrators if they have been diagnosed with COVID-19, are waiting for test results, or were exposed to something with COVID-19 within the last 14 days.
3. Plan an isolation room or area if a student or staff is reporting illness or has a fever, cough or other symptoms. Disinfect the isolation room upon the student or staff departure. Establish practices to safely transport anyone sick home or to a healthcare facility.
4. All teachers and school staff wear face coverings. Information should be provided to staff and students on proper use, removal, and washing of cloth face coverings. Cloth face coverings are not considered as Personal Protective Equipment (PPE) by CDC.
5. Face coverings may be challenging for students to wear in all-day settings, but may be encouraged for older students if feasible and are essential if physical distancing is difficult.
6. Face coverings are not recommended for children under the age of 2 or for anyone with difficulty breathing, or that is unconscious, incapacitated or unable to remove the covering without assistance.
7. Have adequate supplies of soap, hand sanitizer, paper towels, tissues and no-touch trash cans.
8. Encourage proper and frequent hand washing.
9. Post signs on how to stop the spread of Covid-19.

10. Clean and disinfect frequently touched surfaces within a school building and on school buses at least daily, including playground equipment, door handles, sink handles, drinking fountains, etc., as well as shared surfaces such as desks, games, art supplies.
11. Promote social distancing , including spacing student desks, seating at least six feet apart. Turn desks to face the same direction, rather than facing each other or have students sit only one side of tables spaced apart. Students traveling on school buses should be seated separately, one child per seat and every other row, which may require adjustments in schedules and use.
12. Consider having classes together with the same group of children as much as possible, minimize mixing between groups.
13. Close joint use spaces such as lunch rooms or stagger use and disinfect between each use. Recommendation is to serve meals in the classroom and hold activities in separate classrooms.
14. Stagger arrival and drop off times and limit visitors and close contact with parents or caregivers.
15. Limit events and extracurricular activities to those that can maintain social distancing and restrict attendance.
16. Avoid sharing electronics, such as iPads, computers or other learning aids.
17. Train all staff in proper safety actions.
18. Monitor absenteeism among students and staff.
19. If a student or staff member is confirmed to have Covid-19, close off areas used by the person who is sick, open outside doors or windows to increase air circulation, and wait at least 24 hours to clean or disinfect the area. If more than seven days have passed since the person was in the building, additional disinfection is not required. Inform those who had close contact with an infected person to stay home and self-monitor.
20. Provide options for employees at higher risk for severe illness including telework, reassignment to duties with lower incidence of contact, etc. Plan options for distant student learning who may require treatment or isolation.

References: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools-decision-tool.html>

To prepare for the 2020–21 school year, Sweetwater County School District Number One will do the following:

- Establish plans for rapid transitions between face-to-face and continuous remote learning, which may be required based on health authority decisions.
- Create flexible school schedules to address emergency short- term school closures and the need to transition learning environments.
- Build an effective and sustainable continuous remote learning model that will be ready to be deployed if schools are required to be closed for long periods of time.

## **Daily Screening to be Conducted by Parents/Guardians**

Parents should check daily for signs of illness before sending children to school. Students with any illness must stay home. The following questions can be used as a guide:

Does your student have any of the following symptoms:

- A cough
- Shortness of breath or difficulty breathing
- A fever of 100.4 degrees F or higher or a sense of having a fever
- A sore throat
- Chills
- New loss of taste or smell
- Muscle or body aches

- Nausea/vomiting/diarrhea
- Congestion/running nose - not related to seasonal allergies
- Unusual fatigue

Does anyone in your household have any of the above symptoms?

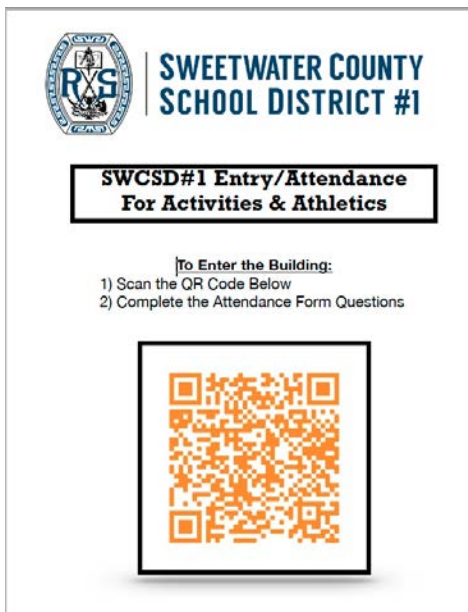
Has your student been in close contact with anyone with suspected or confirmed COVID - 19?

The student must be excluded from school if the answer to any of the above questions is “yes”.

## **District & School Sponsored Activities and Athletics Process Procedures and Guidelines**

### **Summer Activities:**

1. All participants will be required to sign a waiver and complete required training before beginning summer activities.
2. All students, coaches, and sponsors will have temperature screenings by District provided temperature kiosks upon entry into any District school or facility. This equipment has the capability to assist the District post-COVID and our school safety efforts. The temperature kiosks are handsfree for employees and students alike. They are table top or ceiling mounted. Students or employees stand in front of the tablet (they look like an iPad) a few feet away for 1-2 seconds and a reading comes through. The kiosk systems will create an electronic record of name, time and temperature. The record is stored on secure District servers. This electronic record will allow us to track students in real time and with discretion. The idea was to have students enter through multiple school doors so entry would not be delayed and hopefully not need staggered school start times.
3. Any student, coach, or sponsor with a temperature reading of 100.4 degrees Fahrenheit or higher; or reports COVID 19 symptoms or exposure will not be allowed to participate. The District will always error on the side of student and staff safety and if showing a repeated temperature reading of 100.4 degrees F or higher, they will not be permitted to enter District facilities or grounds, be in attendance of, or participate in the day’s practices or events. Confidentiality will remain a priority. **(Coach contacts the parent if the student is unable to participate in a practice or event.)**
4. As another precautionary measure, students, staff and sponsors will be required to fill out health questionnaires at each event. Adult and/or technical support is available to ensure all students understand the text. Question in link as well as below. (<https://forms.gle/G9FjeHSEBWdBqfMC9>)



These questions include:

- Email address
- Last name
- First name
- Grade level
- Within the past 14 days, I have not been diagnosed with, been in any way been exposed to, or experienced any symptoms of COVID-19. These symptoms can include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.
- Temperature Reading (provided by sponsor/coach)

5. When students, staff and/or sponsors are aware of a potential exposure or are exhibiting symptoms, it is their responsibility to report as per the communication diagram below. Confidentially will remain a priority. **(Coach or sponsor contacts the parent if the student is unable to participate in a practice or event.)** SWSD #1 will follow any and all guidance from County Health.
6. Mask/face covering use is expected (staff and students) when physical and social distancing is not guaranteed; however, it is not recommended that students use masks/face covering during strenuous activity. Coaches are responsible for ensuring physical distancing during all strenuous activity. There will be NO contact sports. Non-contact drills and conditioning for contact sports are the only acceptable form of practice at this time.
7. Students are required to bring their own water bottle and not share with other students.
8. The District may close or modify activities or school as needed due to safety concerns.
9. Coaches and sponsors will be trained on the following items prior to beginning practices and events.
  - a. HIPAA and FERPA
  - b. Social distancing
  - c. Proper use of cleaning supplies
  - d. Mask requirements
  - e. Proper thermometer use
  - f. Use of Google form and temperature log
  - g. Identification of symptoms
  - h. Communication responsibilities and expectations
  - i. Development and approval of coaching plans
  - j. Clarification of how different sports will transition differently based on guidelines (Cross Country vs. Football)
  - k. Waiver expectations

11. All students will be trained on COVID-19 through a District created, developmentally appropriate curriculum, based on CDC guidance.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

All students will complete the Notice of Understanding found at:

<https://forms.gle/GosY1YNLryjQr1Uv6>

District Athletic Directors or Principals will be the contact people that will send a response to students if errors occur on the test of knowledge. Students will retake the test until they answer all of the questions correctly.

#### RSHS Student COVID-19 Notice of Understanding

\* Required

1. Email Address\*
2. Student last name \*
3. Student first name \*
4. Grade level \*  
*Mark only one.*
  - Freshman
  - Sophomore
  - Junior
  - Senior
5. Which of the following are ways that the COVID- 19 Virus is spread? \*  
*Check all that apply.*
  - Receiving moisture droplets produced by an infected person who coughs, sneezes or talks.
  - Not maintaining proper social distancing between people who are in close contact with one another (within about 6 feet).
  - Shaking hands, sharing water bottles, and not covering one's mouth and nose when coughing or sneezing.
  - None of the above
6. Which of the following are best practice procedures in protecting yourself and others from contacting the COVID-19 virus? \*  
*Mark only one.*
  - Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
  - Avoid close contact with people who are sick, even inside your home. If possible, maintain 6 feet between the person who is sick and other household members.
  - If you are around others and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
  - All of the above
  - None of the above
7. True or false, one purpose for using a face cloth cover is to protect other people from contacting the virus if you were infected? \*  
*Mark only one.*
  - True
  - False



8. What are some common surfaces that should be cleaned and disinfected daily to help prevent the spread of the COVID-19 virus (check all that apply)?\*

*Check all that apply.*

- Tables, doorknobs, and light switches
- Countertops, handles, and desks
- Phones, keyboards, and toilets
- Faucets and sinks

9. Which of the following are examples from the article that you can use to monitor your health for COVID -19\*

*Check all that apply.*

- Be alert for symptoms (fever, cough, shortness of breath)
- Get plenty of rest
- Drink lots of water
- Take your temperature if symptoms develop
- Give high fives instead of shaking hands

10. Extra cleaning and disinfecting will be conducted during the school day and during practices or events by participants, coaches/sponsors, school staff, and custodial staff.

11. In accordance with state and county recommendations and District policies and guidelines, all coaches and sponsors will submit coaching plans or event plans to the Athletic Director (AD) who will then submit to the building Principal. Practices or events may not begin until plan approval is granted by both the AD and building Principal. **These plans will need to be updated, submitted and approved periodically as guidelines change.**

All coaching plans will include:

- All activities and procedures comply the following guidelines (include specifics):
  - Groups shall be limited to 50 people (students and teachers); the facility shall restrict groups of people to 50 in each separate room; the facility may allow more than 50 people in the facility only if each group of 50 is in a room separated by walls from other groups;
  - Spacing of at least 6 feet between people must be maintained whenever possible; face coverings shall be worn in situations where 6 feet of separation cannot be maintained;
  - Six foot spacing of students during transportation to and from the facility must be maintained as much as practicable; and
  - Hand hygiene must be performed frequently within the facility.
- Cohorts are identified at the discretion of the coach, but will remain constant for the pre-season training time frame. Student attendance will not be consistent practice to practice, but students will remain assigned to a single cohort. In situations where the team has groups that cross, the entire team will be considered the cohort and the entire team will be subject to quarantine if the situation warrants.
- Outline of activities and how they maintain social distancing.
- Logistics of teams check in procedure. (times and dates included)
- Training for students on safety and procedures
- Communication plans (students, parents, administration)



## 12. Activities Parent Communication:

### *Activities families:*

*We are happy to begin the process of resuming summer activities and athletic practices. The opening of athletic/activities programs comes with a focus on student safety and ensuring that our teams remain healthy and are able to complete our upcoming seasons. The safety of all depends on all of us being part of the process.*

*Prior to participating in each session students will be screened, through both temperature check and a self health assessment. Students with any of the following: a temperature over 100.4, been exposed to someone with COVID-19 within the last 14 days, exhibit COVID-19 symptoms; will not be allowed to be on site, parents will be contacted, and students sent home for the day. Students and parents must also complete the attached waiver and safety quiz.*

*Additionally, coaches and sponsors will provide activity specific information and training on a regular basis based on the changing guidance from our local health officials, state officials and CDC. Training may include, but are not limited to, safe use of equipment, social distancing, personal hygiene, sanitation, use of face coverings.*

*We need everyone's help in keeping activities and athletics going, please continue to practice social distancing and sanitation processes in all settings, even one sick student could jeopardize our entire season. Together we can continue to support our students and programs. Please watch for updates, as we know guidance is ever changing and we need to adjust our protocols accordingly.*

*Thank you for partnering with us in this process.*

*Signed by all secondary admin....*

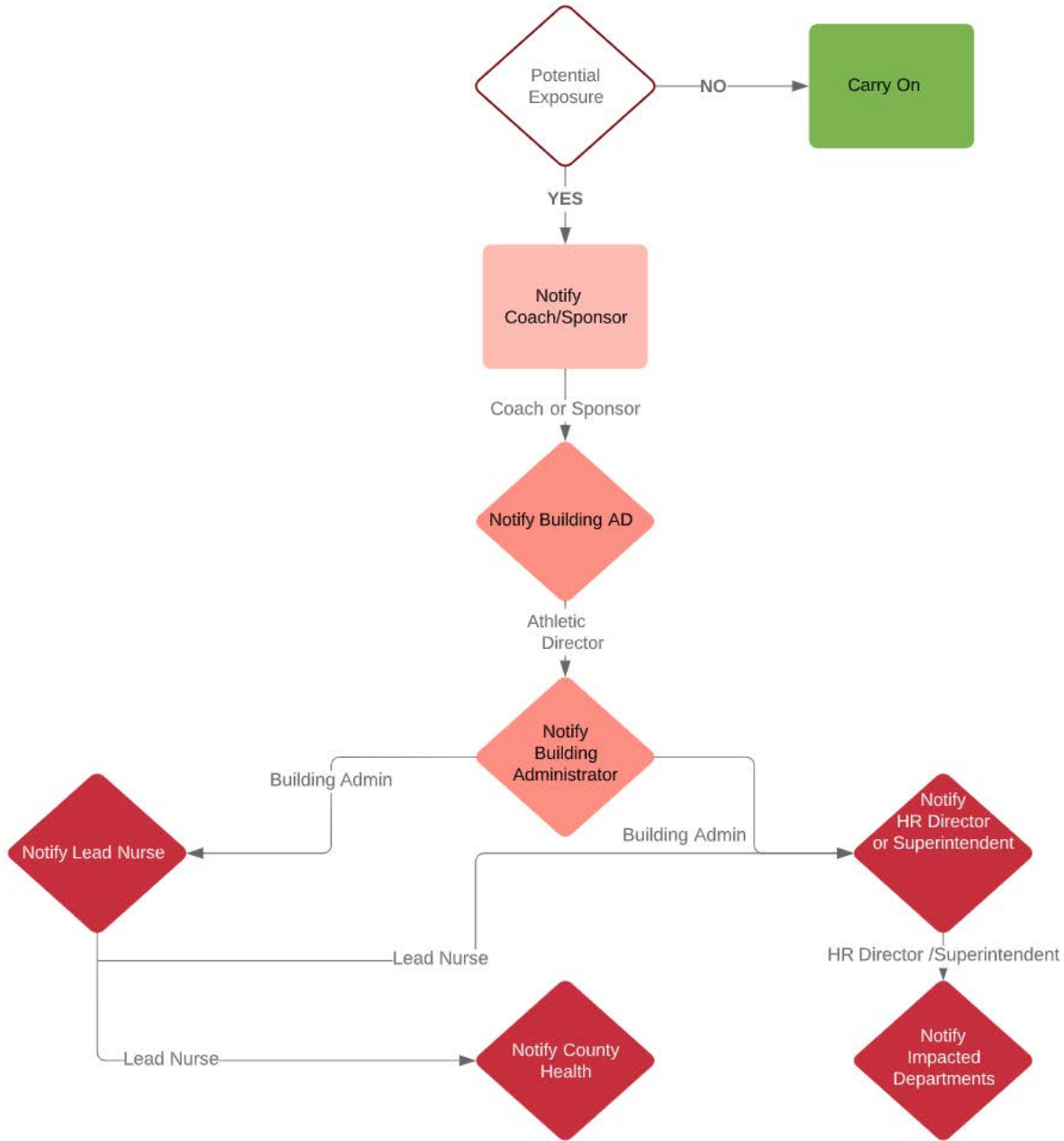
### **Attendance for Students:**

District Policy File: JED - Student Attendance and Absences still governs attendance requirements. If students are sick, in quarantine, or having any COVID symptoms, the school requires them to stay home. Communication with our principals and nurses is essential so that absences are coded correctly and do not count against the student.

### **Staff Leave:**

District Policies for sick leave, personal leave, and sick bank govern staff leave. For a staff member that is experiencing COVID symptoms, been mandated to be quarantined, or other circumstances related to COVID, Sweetwater School District Number One will continue to comply with Families First Coronavirus Response Act (FFCRA), Family Medical Leave Act (FMLA), and all EEOC and ADA compliance laws.

# Chain of Communication



# COVID-19 WAIVER AND RELEASE

COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic 2 to 14 days after exposure. The symptoms of COVID-19 may include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe illness including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with underlying health conditions. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020. On March 13, 2020, President Trump declared a National Emergency. On March 13, 2020, Governor Gordon declared a State of Emergency in Wyoming, and public schools were ordered closed as part of the state-wide effort to slow community transmission of COVID-19. As of June 15, 2020, schools may allow use of their facilities.

In consideration for the student identified below (“Student”) to use Sweetwater County School District Number One (the “District”) facilities, enter on District premises, and/or participate in District activities, I agree as follows:

1. **AFFIRMATION:** I affirm that, within the past 14 days, Student has not been diagnosed with, been in any way been exposed to, or experienced any symptoms of COVID-19, including fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.
2. **ASSUMPTION OF RISK:** I acknowledge that by using District facilities, entering on District premises, and/or participating in District activities there are risks to Student and to those with whom Student interacts of exposure, directly or indirectly, to COVID-19 and/or any mutation or variation thereof. On behalf of myself, my Student, and anyone who may claim by, through or on behalf of myself or my Student, I accept the risk of being exposed to, contracting, and/or spreading COVID-19. I understand and acknowledge that Student’s use of District facilities, entrance District premises, and/or participation in District activities is not required by the District and is completely voluntary. I understand and agree that I am responsible for all payment obligations arising out of any testing, treatment, or care related to COVID-19 illness, exposure, or symptoms, whether or not such testing, treatment, or care is obtained at the direction of or made mandatory by the District.
3. **WAIVER OF LAWSUIT/RELEASE OF LIABILITY:** I hereby, on behalf of myself, my Student, and anyone who may claim by, through or on behalf of myself or my Student, forever release, waive, covenant not to sue, and discharge all claims, demands, damages, legal actions, causes of action, or rights of action (present or future) against the District, its administrators, trustees, agents, employees, insurers, or other representatives (“Released Parties”) in connection with exposure, infection, and/or spread of COVID-19 in any related to use of District facilities, entrance on District premises, and/or participation in District activities or exposure to District staff, students, or volunteers. I understand and agree that this waiver means I give up my right to bring any claims including for personal injuries, death, disease, illness, social or emotional distress, or property losses, or any other loss, including but not limited to claims of negligence and give up any claim I may have to seek damages, whether known or unknown, foreseen or unforeseen.
4. **INDEMNIFICATION.** I also agree to indemnify, defend, and hold harmless the District and its administrators, trustees, agents, employees, or other representatives against any and all claims, demands, actions, liabilities, losses, or damages that are in any way related to my illness or death, whether caused by the negligence of Released Parties or otherwise. This indemnification shall also include reimbursement of reasonable attorney fees incurred by the Released Parties.

**I HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS WAIVER AND RELEASE, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE:**

STUDENT (printed): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I am the parent or legal guardian of the minor named above. I have the legal right to consent to and, by signing below, I hereby do consent to the terms and conditions of this Waiver and Release.**

Name (printed): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## School Operations

### Supplies, Equipment and Materials

Transportation	Super HDQ Neutral Disinfectant 55 gal
Transportation	Spray Bottles
Nutrition Services	Grab & Go -Cambro Stations (i.e. cart with shelving & wheels) equipment
Nutrition Services	Cam Shelving Signs
Nutrition Services	Cam GoBox Insulated Food Pan Carrier
Nutrition Services	Camwear Food Storage Containers
Nutrition Services	Camchiller
Technology	Swivl Cameras
Technology	Cloud Subscription Licenses
Technology	Tripods
Technology	Alcohol Wipes (pkg of 100) (limit of 10 per customer)
Technology	Microfiber Towels (pkg of 12 from warehouse)
Technology	iPad Cases
Technology	Laptop Cases
Technology	Internet Access
Technology	Go Bags
Facilities	Disinfectant wipes
Facilities	Spray bottles
Facilities	Hand sanitizer
Facilities	Hand Sanitizer
Facilities	Foggers
Facilities	UVC Handheld lighting
Facilities	Neutralizer disinfectant

Facilities	Disposable Face Masks
Facilities	Disposable gloves
Facilities	Cleaner disinfectant disinfectant deodorizer
Facilities	Sanitizing hand wash soap
Facilities	Full face shields
Facilities	Sanitizer wipes
Facilities	Disposable Gowns, Large
Facilities	Cloth Masks sm/child
Facilities	Cloth Masks Adult
Facilities	Backpacks
Facilities	Negative Pressure AHU
Facilities	Touchless Thermometers
Facilities	Touchless Thermometers
Facilities	UVC 264nm
Facilities	98.6 scanner kiosk
Facilities	Signs, Signage and messaging
Facilities	Student Face Shields
Facilities/Warehouse	Shelving
Facilities/Warehouse	Walk Behind Forklift
Special Services	Communicator Surgical Masks
Special Services	Safety Face Shields
Special Services	Disinfectant wipes
Special Services	Exam Table Paper 21x225
Special Services	AMZ Medical Table Paper cutter and holder

## School Calendars

2020-2021 school calendars for Rock Springs/Wamsutter and the approved alternative calendar for Farson-Eden will still be applicable. These calendars may be subject to change pending new developments in the COVID-19 pandemic.

### ROCK SPRINGS & WAMSUTTER 2020 – 2021 SCHOOL CALENDAR

Teacher Workshops	(T-F) August 11-August 14, 2020
School Begins	(M) August 17, 2020
Labor Day (Students/staff not in school)	(M) September 7, 2020
End of 1st Quarter (Students not in school)	
Professional Development/Grade Preparation	(F) October 16, 2020
Parent/Teacher Conferences	
Evening (Students in school)	(Th) October 22, 2020
Morning (Students not in school)	(F) October 23, 2020
Thanksgiving Vacation	(W-F) November 25 - 27, 2020
End of 1st Semester (Students not in school)	
Professional Development/Grade Preparation	(T) December 22, 2020
Christmas Vacation	
Last day of school	(M) December 21, 2020
First day of school	(M) January 4, 2021
Presidents' Day (Students/staff not in school)	(M) February 15, 2021
End of 3rd Quarter (Students not in school)	
Professional Development/Grade Preparation	(F) March 5, 2021
Parent/Teacher Conferences	
Evening (Students in school)	Th) March 11, 2021
Morning (Students not in school)	(F) March 12, 2021
Spring Break	(M-F) March 15-19, 2021
Easter Monday (Students/staff not in school)	(M) April 5, 2021
Last day for students	(Th) May 20, 2021
End of 2nd Semester (Last Day for Teachers)	
Professional Development/Grade Preparation	(F) May 21, 2021

**FARSON-EDEN SCHOOLS  
2020-2021 CALENDAR**

Teacher Workshops	(T-F) August 11-August 14, 2020
School Begins	(M) August 17, 2020
Friday School (8:00-11:00)	(F) August 21, 2020
Friday School (8:00-11:00)	(F) August 28, 2020
Friday School (8:00-11:00)	(F) September 4, 2020
Labor Day (Students/staff not in school)	(M) September 7, 2020
Friday School (8:00-11:00)	(F) September 11, 2020
Friday School (8:00-11:00)	(F) September 18, 2020
Parent/Teacher Conferences	
Evening (Students in school)	(T) September 22, 2020
Evening (Students in school)	(W) September 23, 2020
Friday School (8:00-11:00)	(F) September 25, 2020
Friday School (8:00-11:00)	(F) October 2, 2020
Friday School (8:00-11:00)	(F) October 9, 2020
End of 1 <sup>st</sup> Quarter (Students not in school)	
Professional Development/Grade Preparation	(F) October 16, 2020
Professional Development (Students not in school)	(F) October 23, 2020
Friday School (8:00-11:00)	(F) October 30, 2020
Friday School (8:00-11:00)	(F) November 6, 2020
Friday School (8:00-11:00)	(F) November 13, 2020
Friday School (8:00-11:00)	(F) November 20, 2020
Thanksgiving Vacation	(Th-F) November 26-27, 2020
Friday School (8:00-11:00)	(F) December 4, 2020
Friday School (8:00-11:00)	(F) December 11, 2020
End of 1 <sup>st</sup> Semester (Students not in school)	
Professional Development/Grade Preparation	(F) December 18, 2020
Christmas Vacation	
Last day of school	(Th) December 17, 2020
First day of school	(M) January 4, 2021
Professional Development (Students not in school)	(F) January 8, 2021
Friday School (8:00-11:00)	(F) January 15, 2021
Friday School (8:00-11:00)	(F) January 22, 2021
Friday School (8:00-11:00)	(F) January 29, 2021
Friday School (8:00-11:00)	(F) February 5, 2021
Parent/Teacher Conferences	
Evening (Students in school)	(T) February 9, 2021
Evening (Students in school)	(W) February 10, 2021
Friday School (8:00-11:00)	(F) February 12, 2021
Friday School (8:00-11:00)	(F) February 19, 2021
Friday School (8:00-11:00)	(F) February 26, 2021
End of 3 <sup>rd</sup> Quarter (Students not in school)	
Professional Development/Grade Preparation	(F) March 5, 2021
Professional Development (Students not in school)	(F) March 12, 2021
Spring Break	(M-F) March 15-19, 2021
Friday School (8:00-11:00)	(F) March 26, 2021
Good Friday (Students/staff not in school)	(F) April 2, 2021
Friday School (8:00-11:00)	(F) April 9, 2021
Friday School (8:00-11:00)	(F) April 16, 2021
Friday School (8:00-11:00)	(F) April 23, 2021
Friday School (8:00-11:00)	(F) April 30, 2021
Friday School (8:00-11:00)	(F) May 7, 2021
Friday School (8:00-11:00)	(F) May 14, 2021
Last Day for Students	(Th) May 20, 2021
End of 2 <sup>nd</sup> Semester (Last Day for Teachers)	
Professional Development/Grade Preparation	(F) May 21, 2021



# Re-entry to District Facilities

## Tier I and II Requirements

### Custodial and Maintenance:

- Sanitizing methods will be used throughout the buildings including cafeterias, libraries, gyms, and playgrounds between groups.
- Access to the buildings will be limited after hours to provide adequate time for sanitizing and cleaning pending recommendations from local and state health officials.
- Custodial hours will be adjusted so that there is a custodian on duty all day.
- We have established an emergency crew that will be on-call for any type of outbreak or incident. Each team has the training, knowledge and resources and can disinfect buildings in a timely manner, at a moments notice.
- Frequency in cleaning for high demand areas and surfaces will be increased.
- We have ordered more fogging type disinfecting, handheld equipment.
- Buildings will be fogged, with a disinfectant on a regular basis and will increase should there be a need.
- We will continue to use a color code system for our rags. Red for restrooms, Green for disinfectant, Blue for glass and Yellow for wipe-boards/chalkboards.
- All schools have washers and dryers and will continue to wash and disinfect their own mops heads and rags.
- We have ordered alcohol based hand sanitizer and wipes.
- We still have non-alcohol based, which contains a QAC which is listed by the CDC and EPA for killing Human Coronavirus.
- All of our cleaning products are either alcohol based or contain a Quaternary chemical, mostly, alkyl dimethyl benzyl ammonium chloride.
- We have acknowledged all fire codes, ICC & NFPA, in storing larger than normal amounts of alcohol base chemicals, (hand sanitizer & wipes) with-in our District.
- Facilities have increased all air handlers' air flows, in all schools and Administration buildings, to meet CDC and ASHRAE guidelines, for COVID-19.
- We are working to install UV-c lighting in all air handler units.
- We are monitoring all staff temperatures prior to clocking in.
- When necessary, air-handler filter compartments will be disinfected with an alcohol base canister.
- We have ordered small negative air pressure machines for nurses' offices should a student or staff member have a fever or other symptoms. This will protect everyone who is in the building by creating a negative pressure room and discharging the room air outside.
- Kiosk mounted scanners located at specified entrances will detect temperatures of anyone entering our buildings.
- We will be separating entrances for incoming and outgoing traffic.
- We have ordered Personal Protective Equipment and are currently writing up an OSHA respirator protocol, should staff want to wear an N-95 respirator.
- All schools will have handheld touchless scanners for convenience.
- We are holding weekly meetings to keep our staff up to speed on the newest information, from the CDC and the State Health Department, concerning COVID-19.

### Tier III Recommendations

- Follow state approved Smart Start Plan.

# Re-entry Procedures for Nutrition Services

## Tier I and II Requirements

- Staff will take their temperature daily as they enter the school site and write down the information in a logbook with the time and date.
- Staff will wash their hands upon arrival and follow the USDA guidelines for hand washing and use of gloves.
- Food safety guidelines will be strictly adhered to.
- Staff will wear masks when social distancing is not a possibility.

## Tier I and II Recommendations

- Students will not be permitted to bring homemade snacks for birthdays or parties or may only bring pre-packaged items.
- Students should bring their own water bottle and in cases where they are unable to, the district will provide water sources other than fountains.

### Meal Formats:

- Meals which meet the USDA nutritional guidelines may be provided in the classroom, in the cafeteria, or grab and go take-home.
- If students will be eating in the classrooms, a Grab & Go Flex Cart will be used for the delivery of these meals to classrooms. Hot and cold meal items will be an option for students fed at school. The meals will be served in clamshells or sacks.
- If meals are served in the cafeteria there will be sufficient space for social distancing along the serving line, cashier stations and at tables.
- Meals served at bus sites located throughout the community will be similar to the current process.
- Bus Sites - Social distancing measures will be implemented. A sign will be placed at each site six feet away from where individuals picking up meals will request the number of meals needed. The meals will then be placed on the table for pick up. The table is then sanitized after each meal pickup occurs. A food safety sheet will be included in each meal sack which provides instructions for keeping cold items cold, heating instructions, and information when food should be discarded.

## Tier III Recommendations

- Follow state approved District Smart Start Plan

# Re-entry Procedures for Transportation

## Required Staff Process:

- Staff will be temperature checked PRIOR to entering the building.
- Staff time in the building will be limited.
- Social distancing procedures will be used.
- Building will be sanitized twice a day (after AM shift and after PM shift).
- Transportation staff will be trained pertinent to the changes in their duties (isolating a potentially sick student, cleaning buses, etc.)
- Sanitizing Process for Buses:
- Buses will be wiped down each day in preparation for sanitizing. The buses need to be clean prior to using the sanitizing agent.
- Buses will be sanitized after each route (numerous buses run multi-tiered routes)
- The sanitizing agent is Super HDQ Neutral and is EPA/CDC approved for Human Coronavirus.
- Drivers will disinfect a minimum of two times per day. However, if there is available time, drivers will be encouraged to disinfect as often as possible.

### **Tier I and II**

- District busing will run as state and local health guidelines allow.
- Parents may be encouraged to provide their own transportation to and from school whenever possible or by parent choice.

### **Process for Riding Buses:**

- Students will be temperature checked PRIOR to boarding the bus.
- If the temperature is over 100.4, the student will not be allowed to board the bus. Parents will need to be available to care for their child in this case. Parents/guardians should check daily for signs of illness before sending children to school.
  - Students will be returned from the bus stop to their home. If the child is too young to return home alone, DFS, RSPD will be called to return the child home.
- CDC guidelines suggest that when students ride the bus, they sit in every other seat whenever possible in order to maintain 6 foot spacing. The District will make every attempt to adhere to this guideline, however, when social distancing is not possible, students will be required to wear a face covering.
- Students will load from the back of the bus to the front of the bus and unload from the front of the bus to the back of the bus.
- Super HDQ Neutral Information:
- EPA registration number – 10324-141-5741
- Dilution – 0.5 oz/gal of water
- PH: 7.2 – 8.2; the pH scale measures how acidic or basic a substance is. The pH scale ranges from 0 to 14. A pH of 7 is neutral. A pH of less than 7 is acidic.
- Broad spectrum disinfectant that kills Human Coronavirus, methicillin resistant. Staphylococcus aureus (MRSA), vancomycin resistant Enterococcus faecalis (VRE), and tough viruses such as Respiratory Syncytial Virus (RSV). Effective against HBV, the HIV Virus and HCV. Used in hospitals, nursing homes and other institutional applications.

### **Tier III Recommendations**

- Follow state approved District Smart Start Plan



## Instruction and Technology

### Crisis Learning Spring 2020 & SCSD#1 Online Learning Program Comparison Developed by Rhonda Gamble, Ed.D.

	Crisis Learning Spring 2020	SCSD#1 Online Learning Program
<b>Situation &amp; Choice</b>	<ul style="list-style-type: none"> <li>● Term came to popular attention due to Covid19 building closures</li> <li>● School district had limited choices due to Public Health orders</li> <li>● Marked by uncertain situations in the community that include physical health, financial stability and mental health</li> <li>● All learning shifted to online methods</li> <li>● All communication needed to take place at a distance</li> </ul>	<ul style="list-style-type: none"> <li>● Marked by a period of relative stability when school districts and families have some predictability in how a semester would unfold</li> <li>● Families choose to participate in school through this way</li> <li>● For high school students, it would be unlikely they would have all 8 courses online</li> <li>● Communication can happen online or in person for help</li> </ul>
<b>Goal</b>	<ul style="list-style-type: none"> <li>● To continue access to educational opportunities</li> <li>● Prevent loss of skills as much as possible</li> <li>● Cut coursework to most important learning outcomes</li> </ul>	<ul style="list-style-type: none"> <li>● Promote choice in regard to learning preferences</li> <li>● Grow student skills and knowledge at a similar rate to brick and mortar classes</li> <li>● Promote independent learning skills</li> </ul>
<b>Planning &amp; Training</b>	<ul style="list-style-type: none"> <li>● Teachers required to quickly adapt lessons intended for traditional classrooms to online</li> <li>● Families required to change daily routines to adapt to the quick changes</li> <li>● Little to no training for teachers and families</li> <li>● Tremendous need for access to technical help through the IT department</li> </ul>	<ul style="list-style-type: none"> <li>● Instructors receive training in course design and delivery</li> <li>● Instructors have more time to develop the course (usually in the Summer)</li> <li>● Courses are continuously improved year after year</li> <li>● Course feedback is provided by a trained coordinator</li> <li>● Orientation modules help students to acquire needed technical skills</li> </ul>
<b>Student Work Expectations</b>	<ul style="list-style-type: none"> <li>● Time requirements for students varied with K-6 requiring more structure in the day</li> <li>● Grades needed to reflect work completed by students while accounting for access issues such as internet, instructional support, and other issues due to the crisis at hand</li> </ul>	<ul style="list-style-type: none"> <li>● Time requirements depend on individual student pacing</li> <li>● Work is based on weekly modules</li> <li>● Grades reflect student engagement and learning as in a traditional course</li> </ul>

School Attendance

The way schools look for the 2020-2021 school year will vary based on the restrictions in place by the following organizations:

- Centers for Disease Control (CDC)
- Wyoming Department of Health
- Sweetwater County Department of Health

There are several scenarios that need to be considered the 2020-2021 school year due to the COVID-19 pandemic. Sweetwater #1 is committed to keeping everyone safe and healthy and educating our youth. The CDC has released the following guiding principles for schools to help with decision making. [\*Considerations for K-12 Schools: Readiness and Planning Tool\*](#)

- **Tier I - Open:** In-person classes and activities, as appropriate. Minimal adapted learning on a limited, as-needed basis. Most students in school at the same time under the provisions of current health orders. Social distancing and face coverings to the greatest extent possible. Buildings open to all students.
- **Tier II - Hybrid:** Combination of in-person and adapted learning is required due to local or state health directives. Social distancing and face coverings to the greatest extent possible for those attending in person. Buildings open to some students.
- **Tier III - Closed:** School buildings closed to students due to local or state health directives or orders. School districts will follow provisions in the approved adapted learning plan. Buildings not open to students.

## **Scheduling Options**

It will be critical to train all staff to adopt a blended learning model no matter what scheduling option will be used. Teachers will need to spend the initial days with students getting them comfortable with their technology, logging into accounts, and having online options for students to participate in class and complete work.

## Instructional Phases

Tier I Traditional School - w/ Modifications (Local and State Health Department Decision)	Tier II Hybrid Model (Local and State Health Department Decision)	Tier III Full Virtual (Local and State Health Department Decision)
<p><b>Instruction</b></p> <ul style="list-style-type: none"> <li>● Students attending in person unless they are considered high risk at which time those students will participate virtually</li> <li>● All students attend in-person with precautions</li> <li>● Normal Pre-Covid K-12</li> <li>● Common expectations for all classroom teachers and District staff. This will facilitate communication with home and help absent students keep up.</li> <li>● Swivl Cameras will be used to bridge in person classroom learning and off-campus learning.</li> </ul>	<p><b>Instruction</b></p> <ul style="list-style-type: none"> <li>● K - 12 Two cohorts (1-2)               <ul style="list-style-type: none"> <li>○ Half of students onsite each day and the other half is connected at home virturually in synchronous time.</li> </ul> </li> <li>● Two cohorts (1-2)               <ul style="list-style-type: none"> <li>○ Each cohort attends for 10 days consecutively, providing the opportunity for 14-day quarantines for each cohort</li> </ul> </li> <li>● K-12 All students receive face-to- face instruction except those that have compromising health conditions (Medical Exception), and their instruction will be virtual in synchronous time with the use of Google Classroom, Google Meet and Canvas.</li> <li>● Common expectations for all classroom teachers and District staff. This will facilitate communication with home and help absent students keep up.</li> <li>● Swivl Cameras will be used to bridge in person classroom learning and off-campus learning.</li> </ul>	<p><b>Instruction</b></p> <ul style="list-style-type: none"> <li>● Online Education and teachers working from home</li> <li>● Online Education and teachers working from the classroom in isolation delivering the instruction</li> <li>● Follow WDE Approved District Smart Start Plan that would be modified to meet “All” Local, State and Federal Requirements.               <ul style="list-style-type: none"> <li>○ Board of Trustees</li> <li>○ Wyoming Dept of Education</li> <li>○ County Health Office</li> <li>○ Wyoming Department of Health</li> <li>○ Wyoming Governor's Office</li> <li>○ Center of Disease Control</li> </ul> </li> <li>● Instruction will be virtual with the use of Google Classroom, Google Meet and Canvas.</li> <li>● Common expectations for all classroom teachers and District staff. This will facilitate communication with home and help absent students keep up.</li> <li>● Swivl Cameras will be used to bridge teaching and student off-campus learning.</li> </ul>

<p><b>Technology</b></p> <ul style="list-style-type: none"> <li>● Technology will be distributed on the first day of school, with additional pick up options for students unable to participate in person</li> <li>● Technology will be distributed by teachers on the first day of school</li> <li>● Normal Pre-Covid K-12</li> <li>● District Platform <ul style="list-style-type: none"> <li>○ Google Classroom</li> <li>○ Google Meet</li> <li>○ Canvas</li> </ul> </li> <li>● K-12 One to One</li> </ul>	<p><b>Technology</b></p> <ul style="list-style-type: none"> <li>● Technology will be distributed by staff the first days with students</li> <li>● Technology will be distributed for all students the week before school begins or a selected date</li> <li>● District Platform <ul style="list-style-type: none"> <li>○ Google Classroom</li> <li>○ Google Meet</li> <li>○ Canvas</li> </ul> </li> <li>● K-12 One to One <ul style="list-style-type: none"> <li>○ All students have an individual device to take home</li> </ul> </li> <li>● Hotspots provided as needed</li> </ul>	<p><b>Technology</b></p> <ul style="list-style-type: none"> <li>● Technology distributed the week before school begins</li> <li>● Technology distributed the week before school begins or a selected date</li> <li>● District Platform <ul style="list-style-type: none"> <li>○ Google Classroom</li> <li>○ Google Meet</li> <li>○ Canvas</li> </ul> </li> <li>● K-12 One to One <ul style="list-style-type: none"> <li>○ All students have an individual device to take home</li> </ul> </li> <li>● Hotspots provided as needed</li> </ul>
<p><b>Logistics</b></p> <ul style="list-style-type: none"> <li>● M-F for all students attending - virtual for students not physically coming to the building</li> <li>● M-F for all students</li> <li>● Normal Pre-Covid K-12</li> <li>● Entering/exiting the building remains normal through front doors</li> <li>● Screening <ul style="list-style-type: none"> <li>○ Temperature Checks</li> <li>○ Daily Survey</li> </ul> </li> <li>● Passing Times Remain Normal</li> <li>● Bathrooms, Recess and Lunch Protocol will follow current Local, State and CDC Guidelines</li> </ul>	<p><b>Logistics</b></p> <ul style="list-style-type: none"> <li>● Cohort 1- M-T, Extensive Cleaning- W, Cohort 2 - Th-F <i>*Online when not attending in person</i></li> <li>● Cohort 1 - M-T (Week 1) Th-Fri (Week 2) Cohort 2 - Th-F (Week 1) M-T (Week 2) All Wednesdays or other designated day as extensive cleaning day - students are online</li> <li>● Cohort 1 - M-F for 2 Weeks (10 Days) Cohort 2 - M-F for 2 Weeks (10 Days) <i>*Online when not attending in person</i></li> <li>● Entering/exiting the building remains normal through front doors</li> <li>● Screening <ul style="list-style-type: none"> <li>○ Temperature Checks</li> <li>○ Daily Survey</li> </ul> </li> <li>● Passing Times Remain Normal</li> <li>● Bathrooms, Recess and Lunch Protocol will follow current Local, State and CDC Guidelines</li> </ul>	<p><b>Logistics</b></p> <ul style="list-style-type: none"> <li>● None</li> <li>● Follow WDE Approved District Smart Start Plan that would be modified to meet “All” Local, State and Federal Requirements. <ul style="list-style-type: none"> <li>○ Board of Trustees</li> <li>○ Wyoming Department of Education</li> <li>○ County Health Office</li> <li>○ Wyoming Department of Health</li> <li>○ Wyoming Governor's Office</li> <li>○ Center of Disease Control</li> </ul> </li> </ul>

<p><b>Sanitation</b></p> <ul style="list-style-type: none"> <li>● Health screening, sanitation, and social distancing will be conducted as directed by county health officials</li> <li>● Increased sanitation protocols</li> <li>● Increased Communication <ul style="list-style-type: none"> <li>○ Signs</li> <li>○ District Virtual Display</li> </ul> </li> <li>● PPE Requirements <ul style="list-style-type: none"> <li>○ According to Local and State Requirements</li> </ul> </li> <li>● Hand Sanitizer Station in all classrooms</li> <li>● Staff and Students Wash Hands Several Times Daily <ul style="list-style-type: none"> <li>○ According to Local, State and CDC Guidelines</li> </ul> </li> </ul>	<p><b>Sanitation</b></p> <ul style="list-style-type: none"> <li>● Health screening, sanitation, and social distancing will be conducted as directed by county health officials</li> <li>● Increased sanitation protocols</li> <li>● Increased Communication <ul style="list-style-type: none"> <li>○ Signs</li> <li>○ District Virtual Display</li> </ul> </li> <li>● PPE Requirements <ul style="list-style-type: none"> <li>○ According to Local and State Requirements</li> </ul> </li> <li>● Hand Sanitizer Station in all classrooms</li> <li>● Staff and Students Wash Hands Several Times Daily <ul style="list-style-type: none"> <li>○ According to Local, State and CDC Guidelines</li> </ul> </li> </ul>	<p><b>Sanitation</b></p> <ul style="list-style-type: none"> <li>● Health screening, sanitation, and social distancing will be conducted as directed by county health officials</li> <li>● Follow WDE Approved District Smart Start Plan that would be modified to meet “All” Local, State and Federal Requirements <ul style="list-style-type: none"> <li>○ Board of Trustees</li> <li>○ Wyoming Depart of Education</li> <li>○ County Health Office</li> <li>○ Wyoming Department of Health</li> <li>○ Wyoming Governor's Office</li> <li>○ Center of Disease Control</li> </ul> </li> </ul>
<p><b>Nutrition Services</b></p> <ul style="list-style-type: none"> <li>● Breakfast and lunch will be served at school with additional feeding options for students unable to attend in person</li> <li>● Breakfast and lunch will be served at the schools</li> </ul>	<p><b>Nutrition Services</b></p> <ul style="list-style-type: none"> <li>● Breakfast and lunch will be served at school and at approved feeding sites</li> </ul>	<p><b>Nutrition Services</b></p> <ul style="list-style-type: none"> <li>● Breakfast and lunch will be served at approved feeding sites</li> </ul>



<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>● Transport students to and from school each day using recommended safety precautions</li> <li>● Provide busing to and from school using recommended safety precautions</li> <li>● Normal Pre-Covid K-12</li> <li>● We will operate our standard bus routes, following directives from county health officials.</li> <li>● County health officials will dictate all sanitation and distancing protocols for bus</li> <li>● Increased sanitation protocols <ul style="list-style-type: none"> <li>○ sanitize after drop off and before pick up</li> </ul> </li> <li>● PPE Requirements <ul style="list-style-type: none"> <li>○ According to Local and State Requirements</li> </ul> </li> </ul>	<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>● Transport students to school each day utilizing additional buses to aid in social distancing</li> <li>● We will operate our standard bus routes, following directives from county health officials.</li> <li>● County health officials will dictate all sanitation and distancing protocols for bus</li> <li>● Increased sanitation protocols <ul style="list-style-type: none"> <li>○ sanitize after drop off and before pick up)</li> </ul> </li> <li>● PPE Requirements <ul style="list-style-type: none"> <li>○ According to Local and State Requirements</li> </ul> </li> <li>● Follow Local and State Requirements</li> </ul>	<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>● Transport food to feeding sites for families to pick up breakfast and lunch</li> <li>● Will be provided based on student needs</li> <li>● Follow District Smart Start Plan that would be developed in accordance with Local and State Officials <ul style="list-style-type: none"> <li>○ Board of Trustees</li> <li>○ Wyoming Depart of Education</li> <li>○ County Health Office</li> <li>○ Wyoming Department of Health</li> <li>○ Wyoming Governor's Office</li> <li>○ Center of Disease Control</li> </ul> </li> </ul>
<p><b>Human Resources</b></p> <ul style="list-style-type: none"> <li>● Normal Pre-Covid K-12</li> <li>● Adhere to District Leave and Absences policy and the District will follow federal guidelines pertaining to the Family Medical Leave Act (FMLA) and the Families First Coronavirus Response Act (FFCRA).</li> </ul>	<p><b>Human Resources</b></p> <ul style="list-style-type: none"> <li>● Normal Pre-Covid K-12</li> <li>● Adhere to District Leave and Absences policy and the District will follow federal guidelines pertaining to the Family Medical Leave Act (FMLA) and the Families First Coronavirus Response Act (FFCRA).</li> </ul>	<p><b>Human Resources</b></p> <ul style="list-style-type: none"> <li>● Normal Pre-Covid K-12</li> <li>● Adhere to District Leave and Absences policy and the District will follow federal guidelines pertaining to the Family Medical Leave Act (FMLA) and the Families First Coronavirus Response Act (FFCRA).</li> </ul>

<p><b>Student/Family Support</b></p> <ul style="list-style-type: none"> <li>● School District Nurses are available and can be reached by calling the school</li> <li>● Normal Pre-Covid K-12</li> </ul>	<p><b>Student/Family Support</b></p> <ul style="list-style-type: none"> <li>● School District Nurses are available and can be reached by calling the school</li> <li>● Increased counseling and support to address mental health issues</li> <li>● Family Support <ul style="list-style-type: none"> <li>○ Increased Communication</li> <li>○ Food</li> </ul> </li> <li>● Professional Development for families regarding Technology and Student Support</li> </ul>	<p><b>Student/Family Support</b></p> <ul style="list-style-type: none"> <li>● School District Nurses are available and can be reached by calling the school</li> <li>● Increased counseling and support to address mental health issues</li> <li>● Family Support <ul style="list-style-type: none"> <li>○ Increased Communication</li> <li>○ Food</li> </ul> </li> <li>● Professional Development for families regarding Technology and Student Support</li> <li>● Follow District Adaptive Learning Plan that would be developed in accordance with Local and State Officials <ul style="list-style-type: none"> <li>○ Board of Trustees</li> <li>○ Wyoming Department of Education</li> <li>○ County Health Office</li> <li>○ Wyoming Department of Health</li> <li>○ Wyoming Governor's Office</li> <li>○ Center of Disease Control</li> </ul> </li> </ul>
<p><b>Attendance</b></p> <ul style="list-style-type: none"> <li>● Normal Pre-Covid K-12 Attendance Policy</li> <li>● Fair and equitable attendance policies</li> </ul>	<p><b>Attendance</b></p> <ul style="list-style-type: none"> <li>● Normal Pre-Covid K-12 Attendance Policy</li> <li>● District will monitor policy to assure attendance is fair and equitable according to local and state health guidelines.</li> </ul>	<p><b>Attendance</b></p> <ul style="list-style-type: none"> <li>● Normal Pre-Covid K-12 Attendance Policy</li> <li>● District will monitor policy to assure attendance is fair and equitable according to local and state health guidelines.</li> <li>● Follow District Smart Start Plan that would be developed in accordance with Local and State Officials <ul style="list-style-type: none"> <li>○ Students who actively participate and complete school work will be counted present</li> </ul> </li> </ul>

**Platforms and software**

- Canvas LMS
- Google Classroom
- Google Meetings
- IXL Learning
- DreamBox

**Professional Development for teachers:**

- 7-12 Canvas
- Swivl cameras for all certified staff
- Online curriculum resources
- Before school as well as during school. Offered multiple times.

**Cross over between operations and instruction:**

- fragile health of District staff and spouses/family
- fragile health of students
- balance between job duties, student learning, and health

# SCSD#1 Special Education/504 Plan

Special education teachers and related service providers will adhere to all guidelines given by the district for students with disabilities in collaboration with teachers and administrators throughout the district. Currently identified accommodations within a student IEP or 504/ADA plan will be integrated and part of the smart plan provided by regular education teachers, special education teachers and related services staff. In collaboration with individual parents and guardians, individual plans are being developed to encompass a variety of delivery methods suited specifically for the unique and individual needs of identified students. All special education staff will provide support for teachers and families to ensure equity of access and to provide specific equipment, software or training necessary to implement plans.

## **Team considerations:**

IEP teams and 504 teams should reconvene to determine what accommodations a student may need to remain safe and whether the student may require an alternative placement. Know what general modifications will be made to support the students in the educational setting. In order for teams to properly consider what accommodations a student needs, the IEP and 504 team must know what general modifications the school will be putting in place, so the team can make informed decisions about what additional steps are necessary. Include the student's primary care physician (or medical specialist) in the discussion. Teams should be ready to succinctly describe to the student's medical providers what modifications are being made to protect the general student population. Then, they should ask for specific recommendations as to what additional measures might be needed to keep the student safe.

Identify students who cannot safely learn in school buildings. IEP and 504 teams must determine which students are at too great a risk regardless of what safeguards are in place. These students may need to continue learning online, but that decision must be made by the IEP team on an individualized basis and with the benefit of appropriate data. Keep up with research. Schools will need to be vigilant about keeping up with current research on COVID-19 to effectively minimize the risks at school.

## **IEP Programming considerations:**

Developing and implementing programming for a student who is medically vulnerable is often difficult for an IEP and 504 team even outside of pandemic circumstances. The same considerations that applied prior to pandemic and decisions driven by educational needs and abilities should still apply.

## **IEP teams may need to give more attention to:**

- Medical information from the student's private providers.
- School-based infection control precautions.
- Increased or altered cleaning regimens in school facilities (and the potential impact of those regimens on the student's safety).
- Other supports that may be needed for educators or service providers to serve the student.

These considerations will help guide the team's discussion and determine the student's least restrictive environment, as well as in what role, if any, continued virtual instruction should play in the provision of appropriate programming for the individual student.

SCSD#1 will need to plan to address these issues and offer flexibility to meet individual student needs. Another option may be to keep some students in small groups to reduce the risk of infection. In deciding how to protect a medically vulnerable student and whether the student can safely attend school, the IEP team will need to:

- Seek the input of the student's medical provider to help determine the needed environment and supports.

- Discuss what realistically can and can't be done in a school building to keep a student safe.
- Obtain the parent's input.
- Consider convening the team before school begins to discuss offering new accommodations
- Or the IEP team should consider a new placement.

The following checklist can help guide IEP and 504 teams in thinking through a successful school re-entry plan following an extended school closure or absence for individual students. [Students with Disabilities Checklist](#)

### **How can I protect myself and the people I work with?**

As a teacher and service provider, your risk of exposure will depend on factors including the setting you work in, the number of people you provide services to, and the spread of COVID-19 in your community. Check and stay updated on the CDC guidelines and SCSD#1's policies and procedures related to COVID-19. Stay current on these procedures and practice everyday prevention actions when working with students without suspected or confirmed COVID-19. In addition:

- When possible, keep at least 6 feet of distance between yourself and others in the home or community setting.
- Wear a cloth face covering when you are at work.
- Encourage your student to wear a cloth face covering.
  - Wearing cloth face coverings may be difficult for people with sensory, cognitive, or behavioral issues. Cloth face coverings are not recommended for children under 2 or anyone who has trouble breathing or is unconscious, incapacitated or otherwise unable to remove the covering without assistance.
- If there is potential that you may be splashed or sprayed by bodily fluids during your work, use standard precautions. Personal protective equipment (PPE) includes a facemask, eye protection, disposable gloves, and a gown.
- Wash your hands with soap and water: when entering and leaving the home or community setting; when adjusting or putting on or off face masks or cloth face coverings; or before putting on and after taking off disposable gloves. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Learn more about proper handwashing.
- Wear disposable gloves when touching the student (e.g., dressing, bathing/showering, transferring, toileting, feeding), handling tissues, when changing clothes or doing laundry. Safely dispose of gloves after use. As noted above, wash your hands before and after taking off disposable gloves. If gloves are unavailable, wash hands immediately after touching the student or handling their belongings.
- Wash work uniforms or clothes after each use with the warmest appropriate water setting for the items and dry items completely.
- Monitor yourself for symptoms. Do not go to work or care for others if you develop symptoms.
- Help make or update care plans or an emergency notebook.
  - Care plans typically include important information about a person's medical conditions, how to manage those conditions, how to contact healthcare providers, therapists and pharmacy, information on allergies, medications (names, dosages, and administration instructions), preferences (food and other), daily routines and activities.
  - This information may help the student and teacher or itinerant staff member provide consistent care to the student.
- Plan at least two ways of communicating from home and work that can be used rapidly in an emergency (e.g., landline phone, cell phone, text-messaging, email). Write this information down for both you and the student. Each of you should keep a copy with you.

### **If you provide services for a student in a community-based setting:**

Follow any SCSD#1, employer, and program guidance for additional precautions related to COVID-19.

- Encourage the students you work with to practice everyday prevention actions, if possible, and assist them when needed.

- Follow everyday prevention actions if there are no known or suspected cases of COVID-19 in the community-based setting where you work.

SCSD #1 believes student and staff safety is the main priority. The district must consider several factors regarding special education programs as we welcome students back to school after the extended closure. To ensure students and staff are safe during a pandemic, the following checklist can provide steps to help us organize and plan for a safe and smooth transition back to school. [SCSD #1 Checklist](#)

## **Technology**

Sweetwater #1 recognizes the need for technology in the hands of all students no matter the type of instruction. Equal access to resources both online and in person are critical to the success of students and staff. Over the 18-19 school year, Sweetwater #1 distributed iPads to all K-3rd Grade students to be used in the classroom. At the same time, laptops were given to all 4th through 6th graders to be used in the classroom. In the 19-20 school year, Sweetwater #1 had the unique opportunity to provide all 7th-12th grade students with a laptop they were able to use throughout the school year. Students were provided with neoprene sleeves to protect the devices and encouraged to take them home each day with them.

In March of 2020, during the COVID-19 pandemic, all of the technology was distributed to students as the decision was made to educate students at home in an effort to social distance. On Tuesday, March 24, 2020 parents of students had the opportunity to go to the school and pick-up a “Go Bag” for their student with technology and resources needed to learn from home. A partnership was established with All-West, a local internet provider to provide students who qualified for Free & Reduced lunches free internet access through the end of the school year.

The Sweetwater #1 Technology department realizes the importance of being able to adjust and change at a moment’s notice. It is through the foresight of the Board’s emphasis and priority on technology over the last several years that has made this a possibility for our students. Access to the internet and a device is as important in education as the resources that are part of a curriculum adoption or even the pencils, pens, and papers that have been used everyday. Not every family has the resources to afford these necessities, so technology will be provided to all of our students. It is with this knowledge that the decision has been made to send devices home with students from the start of the school year.

- Kindergarten - 3rd Grade - iPad, iPad Case, charging cords
- 4th Grade - 12th Grade - MacBook Air, laptop carrying case, charging cords

The Technology Department understands the importance of being able to provide support to all students and staff. The following methods of support will be available for the 2020-2021 school year.

- Staff Help Desk ticket system
- Student Help Desk ticket system
- Telephone support
- Chat support (students, parents, staff may submit chat questions that will be answered by an available tech) If students are unable to attend school, this support will be available from 8:00 am - 4:00 pm with after-hour questions being addressed the next working day.

The district has also purchased Go Bags for each and every student to be used in the case of being sent home pending an outbreak of COVID-19 at a school or in the community. These bags will be able to be used to send supplies necessary to continue learning at home.

## Sweetwater County School District Number One Smart Start Expectations

<b>STUDENTS</b>	
Symptom Check/Exposure	To support this process the District is asking Parents and Students to do a <i>Self Symptom Check</i> at home daily. <ul style="list-style-type: none"> <li>- Do not come to school if you have a fever over 100.4.</li> <li>- If “COVID-19 Symptomatic” it is expected they stay home.</li> <li>- If someone in the household is symptomatic or test positive, then stay home.</li> </ul>
Symptom Log	Temperature checks and symptom assessment will be done daily onsite.
PPE protocol and other supplies/equipment	Masks will be worn by students when required by Local Health Officials. District otherwise encourages students to wear a mask in one on one and close proximity situations. PPE will be provided if needed, but it may be recommended you have your own as necessary.
Symptoms (School Day)	Report to the main office, isolate, put on a mask and send home. Inform supervisor and other students of potential exposure.
Hygiene	<p>Hand Sanitation (Daily)</p> <ul style="list-style-type: none"> <li>- Upon entry of school, before and after each class, before and after meals, before and after recess/activities.</li> </ul> <p>Hand Washing (Daily)</p> <ul style="list-style-type: none"> <li>- Before and after meals. When required by staff.</li> </ul>
Social Distancing or Physical Distancing	Social Distancing Protocol will be followed according to state and federal guidelines when practical in an educational setting. District will limit non essential educational activities or gatherings according to recommendation of local health officials.
Passing Periods	Limited ability to control. It is expected that students comply with current District and local health orders.
Personal Items	Personal items (backpacks, coats, etc) may be stored in lockers. Students are expected to bring their own water bottles each day.

<b>Staff</b>	
Leave Policies	Follow current District Policy. Staff may contact the District Office to discuss options related to health issues.
Symptom Check/Exposure	To support this process the District is asking Staff to do a <i>Self Symptom Check</i> at home daily. <ul style="list-style-type: none"> <li>- Do not come to school if you have a fever over 100.4.</li> <li>- If “COVID-19 Symptomatic” it is expected you stay home.</li> <li>- If someone in the household is symptomatic or test positive, then stay home.</li> </ul>
Symptom Log	Temperature checks and symptom assessment will be done daily onsite.
Exposure Protocols	Required to report possible exposure to District Administration.
PPE protocol and other supplies/equipment	Masks will be worn by students when required by Local Health Officials. District otherwise encourages students to wear a mask in one on one and close proximity situations. PPE will be provided if needed, but it may be recommended you have your own as necessary.

Hygiene	<p>Hand Sanitation (Daily)</p> <ul style="list-style-type: none"> <li>- Upon entry of school, before and after each class, before and after meals, before and after recess/activities.</li> </ul> <p>Hand Washing (Daily)</p> <ul style="list-style-type: none"> <li>- Before and after meals. When required by staff.</li> </ul>
Administrator, Counselor, Office Staff	On-Site at all times. (Min. of 1 District Administrator Onsite Daily)
Custodians	On-Site at all times. (Min. of 1 Custodian/Maintenance Person Onsite Daily)

### Parents and Visitors

*(Restricted access with approval from Administration on a case by case basis and only allowed in emergency cases.)*

Symptom Check/Exposure	<p>To support this process the District is asking everyone to do a <b>Self Symptom Check</b> at home daily.</p> <ul style="list-style-type: none"> <li>- Do not come to school if you have a fever over 100.4.</li> <li>- If “COVID-19 Symptomatic” it is expected they stay home.</li> <li>- If someone in the household is symptomatic or test positive, then stay home.</li> </ul>
Symptom Log	Temperature checks and symptom assessment will be done onsite.
PPE protocol and other supplies/equipment	Masks will be worn by students when required by Local Health Officials. District otherwise encourages students to wear a mask in one on one and close proximity situations. PPE will be provided if needed, but it may be recommended you have your own as necessary.
Symptoms during the school day	Report to the main office, isolate, put on a mask and send home. Inform supervisor and other students of potential exposure.
Hygiene	<p>Hand Sanitation (Daily)</p> <ul style="list-style-type: none"> <li>- Upon entry of school, before and after each class, before and after meals, before and after recess/activities.</li> </ul> <p>Hand Washing (Daily)</p> <ul style="list-style-type: none"> <li>- Before and after meals. When required by staff.</li> </ul>

# Mental Health

Sweetwater County School District Number One is committed to promoting positive mental health for staff and students in the following ways:

- Creating a safe, caring environment characterized by adult-student interactions that convey high expectations, support, and mutual respect.
- Modeling and promoting positive interpersonal and professional relationships among teachers, staff, and students.
- Encouraging quality sustained involvement and engagement of parents and community members in the school.
- Partnering with students' families in fostering the social, academic, and intellectual success of each student.
- Cultivating student self-discipline and respect for others.
- Providing an adult advocate to advise and individualize the educational and school experience for each student.
- Students, parents, and school staff should refer any mental health concerns to a school counselor, school social worker, or building administrator.
- Coordinating with community agencies for the delivery of social, physical, and mental health services to meet the needs of students and their families.
- Implementing scheduling and student grouping practices that are flexible, meet each student's needs, and ensure successful academic growth and personal development.
- Ensuring teachers know how to identify signs for suicide, how to address these situations and refer concerns to an appropriate school mental health provider, and how to effectively communicate with students and families.



# Wyoming Crisis Lines, Hot Lines, and Resources

**Safe 2 Tell Wyoming (1-844-996-7233)**

<https://www.safe2tellwy.org/>

**Wyoming Suicide Hot Line**

800-SUICIDE (1-800-784-2433)

**MindWise**

If you or someone you know is struggling, **text ACT to 741741** to contact the Crisis Text Line. You can also contact the National Suicide Prevention Lifeline by calling **1-800-273-8255**. These are free and confidential services available 24/7.

Website: <https://www.mindwise.org/act/>

**Buffalo:**

**Family Crisis Center**

(307) 684-2233

Crisis Line (800) 684-2030

**Casper:**

**Wyoming Behavioral Institute**

Children, Adolescents, and Adults

Crisis HotLine

24 hours/7 days

Toll-Free Statewide

**1-800-457-9312**

[www.wbihelp.com/resources.ph](http://www.wbihelp.com/resources.ph)

**Wyoming Coalition Against Domestic Violence and Sexual Assault**

(307) 235-2814

[www.wyomingdvsa.org/](http://www.wyomingdvsa.org/)

**Homeless Shelter/ Volunteers of America**

(307) 673-0025

[www.voawy.org](http://www.voawy.org)

**Wyoming Websites:**

**Central Wyoming Rescue Mission:**

<https://wyomission.org/>

**Homeless Services in the State of Wyoming:**

[www.wch.vcn.com/wchsvcs.htm](http://www.wch.vcn.com/wchsvcs.htm)

**Just Let It Out:**

[www.justletitout.org/help](http://www.justletitout.org/help)

**Suicide Hot Lines and Websites:**

[www.suicidehotlines.com/wyoming.html](http://www.suicidehotlines.com/wyoming.html)

**Wyoming Department of Health:**

[www.health.wyo.gov/](http://www.health.wyo.gov/)

<http://www.health.wyo.gov/mhsa/prevention/youth.html>

**Wyoming Mental Health Care Resources website:**

[www.wyomingpal.org/docs/Care\\_Guide/WY\\_MH\\_Resources.pdf](http://www.wyomingpal.org/docs/Care_Guide/WY_MH_Resources.pdf)

**Wyoming Office of the Attorney General Victim Services:**

<http://ag.wyo.gov/victim-services-home-page>

## National Support Resources

- [Talking to Children About COVID-19 \(Coronavirus\) - A Parent Resource](#): This document provides guidance to parents (and school staff) on how to provide accurate prevention information and facts to students without causing undue alarm. (National Association of School Psychologists and National Association of School Nurses)
  - [Spanish](#) version
- [NASP Website](#)
- [CDC Guidance for talking with children](#)
- [CDC Resource on Stress and Coping](#)
- [National Child Traumatic Stress Network Resource for Families](#)
- [Mental Health Resources for Adolescents and Young Adults](#)
- [National Alliance on Mental Illness Find Support Page](#)
- **Crisis Lines**
  - Text “[HOPELINE](#)” to 741741
  - [Suicide Prevention Lifeline](#): 608-280-2600 or 1-800-273-8255
  - [24/7 Parental Stress Line](#) - 1-800-632-8188
- [Domestic Abuse Intervention Services \(DAIS\)](#) Help Line: 608-251-4445 or 800-747-4045, **If you are in immediate danger, call 911.**

## Wellness Support Information

Sweetwater #1 is part of the *National Lunch Program* and is committed to supporting families during this COVID-19 situation and post-COVID. If any family needs support with food or supplies, please contact our District Office at (307) 352-3400, Monday-Friday from 8:00 AM-4:00 PM and we will work to support them with a free or reduced lunch application. We can also assist with connecting families to community agencies that may help if your family has fallen under extreme hardship or difficulty. We will do our best to support local families.

### **Wyoming**

<https://www.homelessshelterdirectory.org/foodbanks/WYfoodbanks.html>

<https://dfs.wyo.gov/assistance-programs/food-assistance/>

<https://www.nohungerwyo.org/>

### **Sweetwater County**

[Rock Springs Emergency Food Pantries, Soup Kitchens - Rock Springs WY Food Bank listings - Rock Springs Wyoming Food Banks, Pantry](#)