



BOBCAT TRACKS: BACK TO THE CLASSROOM!

~ The Brookings School District
Smart Start plan to open schools
amidst a global pandemic ~

Brookings School District
Fall 2021



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Bobcat Tracks . . . Back to the Classroom!

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District Vision:

~ The Brookings School District will be an exemplary, innovative learning community recognized and aligned for excellence whose graduates are prepared to excel in an ever-changing and inter-connected world.

District Mission:

~ The Brookings School District prepares all learners to be confident engaged citizens empowered to impact the ever-changing and inter-connected world.

District Core Values:

- LEARNERS FOR LIFE
- SAFE AND SECURE ENVIRONMENT
- STUDENT CENTERED APPROACH THROUGHOUT THE DISTRICT
- STUDENTS, PARENTS, STAFF, AND COMMUNITY AS PARTNERS
- INTEGRITY AND TRANSPARENCY THROUGHOUT THE ORGANIZATION

These core values serve as the premise for the Brookings School District operational and organizational processes. The core values will serve to guide students, staff, administration, and board of education decisions and actions. These core values provide an essential foundation for the development of the district's Smart Start plan.



Guiding Principles:

The COVID-19 global pandemic has significantly impacted our communities and the various functions of our communities. Nearly everyone was forced to reconsider how services were delivered. School districts were no different. Amidst the school shutdown in the spring of 2020 and the return to learn for the 2020-2021 school year, school districts discovered practices that proved to be more effective than others. In the Brookings School District, our community of educators and learners discovered the value of face to face instruction. The relationships forged in the classroom contribute to the social and emotional wellbeing of all – both children and adults. Further, we discovered the value of relevance in the teaching and learning processes. In addition, we also noted the powerful impact of learner voice, choice, and pacing in the educational process on learner outcomes and learner success.

As a result of these discoveries, the Brookings School District plan embraces these discoveries. Our district leaders have realized the need to embrace practices to support the social and emotional needs of our learners. Furthermore, district leaders recognize the powerful impact of practices embracing learner voice and choice. The value of creative problem solving through application and creation were also noted as value-added instructional practices. Therefore, as the Brookings School District leadership developed the plan for classroom instruction for the 2021-2022 school year, the realization was quite clear – the Brookings School District must strategically invest in and support further staff development and community awareness around the areas of project and problem based learning along with further investments in support and development of practices embracing student voice and choice through personalized and customized learning.

The plan you have before you provides a road map for HOW school will operate in the 2021-2022 school year. As the school year progresses, WHAT happens in the school is equally important. Watch for increased efforts supporting personalized and customized learning along with ongoing efforts to support problem and project based learning all grounded in the fundamental importance of community and meeting the social and emotional needs of learners.

Several perspectives have influenced the Brookings School District plan. The District leadership considered recommendations from organizations such as the South Dakota Department of Health, the South Dakota Department of Education, the Center for Disease Control, the American Academy of Pediatrics, as well as input from local health care officials, the City of Brookings, staff, community members, school board members, and parents.

The overarching principles guiding our plan to return to school are as follows:

- Per recommendations of federal, state, and local health care agencies, vaccinations are encouraged and supported.
- Student and staff safety are our highest priority as we return to school.
- This plan acknowledges feedback via survey from parents and staff.



- Contingent upon phases, for School operations, it is critical for all administrators to implement mitigation strategies (e.g., social distancing, face masks, hand hygiene, and use of [cohorting](#)).
- Accommodations will be made for documented vulnerable individuals, including medically fragile youth. The accommodations are made for the learner on a case-by-case basis upon written request.
- Consistent with the guidance from the South Dakota Department of Education, our plan allows school sites and school leaders to take steps to mitigate the spread of COVID-19 while still continuing to focus on and emphasize student learning.
- Our plan attempts to reasonably implement guidance from:
 - Center for Disease Control
 - American Academy of Pediatrics
 - United States Department of Education
 - South Dakota Department of Education
 - Federal and State elected officials
 - South Dakota Department of Health
 - Local Health Systems
 - Local stakeholders
- Our goal is to have students physically present for learning in the school facilities as much as possible. The district will apply standards of expectation and behavior accordingly. Measures and steps to be taken dependent upon our phase may include:
 - **NECESSARY PHYSICAL DISTANCING**
 - **INCREASED CLEANING AND DISINFECTING**
 - **SCREENING**
 - Any individual with a temperature of 100 degrees Fahrenheit or higher without medication should not be present in school.
 - Anyone demonstrating a temperature of 100 degrees Fahrenheit or higher will be sent home immediately.
 - Unless vaccinated, if a student or staff member has a known exposure to COVID-19, the individual is directed to quarantine to the current SD Department of Health guidelines.
 - Anyone with a positive COVID-19 test must isolate. according to the SD Department of Health guidelines.
 - **FACE COVERING/MASKS**
 - Face masks will be deemed optional.
 - **HAND SANITIZER**
 - **VISITORS**
 - Visitors may enter the building and are encouraged to have a scheduled appointment and are required to follow district requirements. Virtual platforms may be utilized when and as needed.



- **FACILITY USE AGREEMENT**
 - School district facilities may be available to outside clubs or organizations.
- **COMMUNICATION SYSTEMS**
 - Updates will be posted on the COVID-19 Resource page on the Brookings School District website. In order to maintain the safest and secure learning environment, the Brookings School District asks parents/guardians to communicate promptly with their child's school in the event of a positive diagnosis or absence related to COVID-19.



General Expectations:

The goal of the Brookings School District is to provide direct face-to-face educational services for the students. However, given the ongoing uncertainty, developments, and spread of COVID-19, the district has prepared for variations of educational services beyond the face-to-face instructional model including a hybrid learning model and a remote/distance learning model. Through each of these plans, the district maintains an expectation of equity for learning based upon student need. In other words, some students may need more direct services and interventions than others based on a variety of factors including access, preparation, support, and other related factors. Further, the district is committed to uphold both integrity as well as continuity in the educational services provided to students regardless of the model implemented. If students are opting for or are required to engage in remote/distance learning, the district will endeavor to provide, to the extent possible, similar experiences that would occur in a typical in-person school day. Finally, the Brookings School District is committed to providing instructional relevance and rigor while maintaining the valuable relationships essential for success in school and the world. Student success is grounded in strong relationships, learning that is relevant, and expectations that are realistic, yet rigorous.

The Brookings School District will adhere to the following expectations for learners, teachers, and families regardless of the learning model provided in the situation the district may find itself as the COVID-19 implications continue:

- For students unable to attend school due to COVID-19 related health limitations the district will maintain every effort to provide educational programming.
- Class periods/times will begin on time and current policies around turning in work will be maintained.
- From time to time, some classes may apply videos/instructions via a video source that will need to be completed by students prior to class.
- From time to time, classes may be recorded to allow ongoing and future access by students and families.
- Students are expected to give their best effort, exhibit their best class behavior regardless of the location and model and attend classes regularly, health permitting.
- Student assessments of academic progress will include both formative as well as summative assessments to gauge and adapt instructional practices to learner needs.
- Brookings School District staff will apply the principles of the professional learning community models in the educational approach to students by focusing on four key questions: 1) What do we want students to know and be able to do? 2) How will we know when they have learned it? 3) What will we do when students have not learned it? 4) What will we do to extend the learning when the student already know the content? This four question approach allows the district to focus on the specific, high priority academic standards and needs of the learner.



- The Brookings School District recognizes the impacts of COVID on the wellbeing of students and staff. The district will develop an employee support program within the district for staff mental and emotional wellbeing. Additionally, the district will employ a district wide social worker who will work closely with school based counseling services to support the emotional and social needs of the students.

The Brookings School District will provide meals for both in person as well as remote/distance learners as allowed by the United States Department of Agriculture to address any concerns regarding food insecurity. The Brookings School District recognizes the global pandemic has challenged many of the traditional structures. Work spaces, the type of work, and the connections made among individuals has continued to evolve. Schools are not exempt from the social and economic disruptions facing the world today. From grading to grade levels and time in school compared to learning and tasks completed, every function of the educational process and product is under consideration. The Brookings School District understands and excitedly embraces the opportunity to further redefine the long held traditional views of school to better serve our learners in the 21st Century and beyond. Things will never be the same.

Our world has changed! We have observed how much and to what extent as offices moved from the corner to the kitchen table and shopping moved from carts to clicks. We have observed and experienced the value of relevance, the importance of rigor, and the significance of relationships during the Covid-19 shutdown. In a 21st Century knowledge based economy, the learner needs have shifted from the agrarian and industrial models to a model of individual responsibility, social justice, equity, educational continuity, adaptability, and production. The currency of time has been replaced by the currency of production. Our educational systems must not just recognize, but embrace these changes to remain relevant both today, as well as tomorrow and well into the future! Our society and American way of life is grounded in the work of the public education system. Our plan represents efforts to honor our past, embrace the future, all the while being mindful of the importance and value of a quality public educational experience in the Brookings School District.



OPERATIONAL OPTIONS DEFINED:

The Brookings School District has adopted face-to-face learning as the primary delivery model. However, should circumstances warrant, the Brookings School District is prepared to implement either a remote or hybrid learning model.

FACE-TO-FACE LEARNING MODEL:

Face-to-face instruction provides a return to school campuses and classrooms where students will interact directly with their teachers and their peers. The school day would follow the adopted school day schedule and include core classes as well as other subject areas including encore classes and co-curricular courses. This learning model represents the typical school environment. Overall, the goal of the face-to-face learning model is to create an environment that provides opportunities for students to engage in a school experience, where students still interact directly with their teachers and classmates while still embracing practices and safeguards that protect the health and well-being of both learners and staff members.

REMOTE/DISTANCE LEARNING MODEL:

The remote/distance learning model is contingent upon ongoing developments of COVID-19 in the Brookings School District. In consultation with state and local agencies the school district will be prepared to fully implement remote/distance learning.

In the remote/distance learning model, students will attend school remotely. The model will incorporate regular real-time and in-person interactions with teachers. The model would provide teacher-guided and facilitated student learning to allow for flexibility in educational experiences.. The model reflects the ongoing developments within the Brookings School District to customize and personalize the learning experiences of students. In the remote/distance learning model, students may work on assignments within an established daily schedule and will be required to interact with teachers and peers using web-based communications and class session tools. Ultimately, the model reflects the efforts of the Brookings School District to provide a high-quality and effective educational experience..

HYBRID LEARNING MODEL:

In the event that requirements necessitate a delivery model other than face-to-face, the hybrid model may be considered as an alternative delivery system.

The hybrid learning model represents a blended approach between the face-to-face and the remote/distance learning model. The hybrid learning model will be adaptive to the individual schools within the Brookings School District.



Through a hybrid approach, the district will allow for limited face-to-face learning and will blend the face-to-face learning experiences with the remote/distance learning model. The approach accounts for variations in the way the individual schools within the Brookings School District can provide instruction given various federal and state agency guidelines, the impacts of COVID-19 spread within the community, and other factors such as local, state, and federal policy. Similar to the remote/distance model, in this model, students will complete assignments within a daily schedule and will interact with teachers and peers using web-based communications and class session tools.



PHASED APPROACH AND DISTRICT DECISION MAKING:

The Brookings School District will consider different phases of impact and apply a decision making tree regarding operational plans for the district functions in a pandemic environment.

CHANGE IN SAFETY LEVELS

Due to the rapidly changing nature of the COVID-19 pandemic, COVID-19 protocols are continuously reviewed by the district administrative team. The school district works closely with the SD Department of Health (SDDOH) and local public health agencies to monitor COVID-19 in Brookings County and surrounding areas.

The Brookings School District is actively monitoring COVID-19 indicators to determine safety level movement.



THE BROOKINGS SCHOOL DISTRICT FOUR PHASE APPROACH

| Phase | Phase I – Risk Low | Phase II – Risk Moderate | Phase III – Risk High | Phase IV – Risk Severe |
|-----------------------------|--|---|---|---|
| Infection Risk Level | <p>No to minimal community transmission.</p> <p>Reinforce everyday preventative actions, ensuring proper ventilation within school facilities, including buses and maintaining cleaning and disinfection practices remain important. Monitor absenteeism among teachers, staff, and students to identify trends and determine if absences are due to COVID-19, symptoms that led to quarantine, concerns about being in the school environment and personal health and safety, or positive test results.</p> <p>Contact tracing per South Dakota Department of Health.</p> | <p>Minimal to moderate community transmission.</p> <p>Continue following strategies from phase I along with implementing mitigation strategies such as social distancing, use of face masks, reinforcing everyday preventative actions, and maintaining cleaning and disinfection. This also can include ensuring that student and staff groupings/cohorts are as static as possible. Scheduled visitors are allowed.</p> <p>Contact tracing per South Dakota Department of Health.</p> | <p>Substantial, controlled transmission.</p> <p>Mitigation strategies are necessary. These include following all the actions listed above and also ensuring that student and staff groupings/cohorts are as static as possible with limited mixing of student and staff groups, field trips and large gatherings and events are canceled.. No visitors allowed.</p> <p>Contact tracing per South Dakota Department of Health.</p> | <p>Substantial, uncontrolled transmission.</p> <p>The Brookings School District will work closely with local health officials to make decisions on whether to maintain school operations. The health, safety, and wellbeing of our students, teachers, staff and families are the most important consideration in determining whether school closure is a necessary step. However, if community transmission cannot be controlled, school closure is an important consideration. Plans for virtual/remote learning will be in place in the event of a school closure.</p> <p>Contact tracing per South Dakota Department of Health.</p> |



ELEMENTARY & INTERMEDIATE (PK-5)

| Phase | Phase I – Risk Low | Phase II – Risk Moderate | Phase III – Risk High | Phase IV – Risk High |
|-----------------------------|---|---|--|---|
| Infection Risk Level | <p>No to minimal community transmission.</p> <p>Reinforce everyday preventative actions, ensuring proper ventilation within school facilities, including buses and maintaining cleaning and disinfection practices remain important. Monitor absenteeism among teachers, staff, and students to identify trends and determine if absences are due to COVID-19, symptoms that led to quarantine, concerns about being in the school environment and personal health and safety, or positive test results. Anyone who tests positive for COVID-19 should stay home and self-isolate for the timeframe recommended by public health officials.</p> | <p>Minimal to moderate community transmission.</p> <p>Continue following strategies from phase I along with implementing mitigation strategies such as social distancing, use of face masks, reinforcing everyday preventative actions, and maintaining cleaning and disinfection. This also can include ensuring that student and staff groupings/cohorts are as static as possible. Scheduled visitors are allowed.</p> | <p>Substantial, controlled transmission.</p> <p>Mitigation strategies are necessary. These include following all the actions listed above and also ensuring that student and staff groupings/cohorts are as static as possible with limited mixing of student and staff groups, field trips and large gatherings and events are canceled. No visitors allowed.</p> | <p>Substantial, uncontrolled transmission.</p> <p>The Brookings School District will work closely with local health officials to make decisions on whether to maintain school operations. The health, safety, and wellbeing of our students, teachers, staff and families are the most important consideration in determining whether school closure is a necessary step. However, if community transmission cannot be controlled, school closure is an important consideration. Plans for virtual/remote learning will be in place in the event of a school closure.</p> |
| Instructional Plan | Face-to-Face Learning Model | Face-to-Face Learning Model | Hybrid Learning Model | Remote/Distance Learning Model |
| Rationale | Brookings Elementary and Camelot Intermediate Schools have a plan to meet guidelines provided for the reopening of schools and local public health conditions warrant a return to | Brookings Elementary and Camelot Intermediate Schools have a plan to meet guidelines provided for the reopening of schools and local public health conditions warrant a return to | In the event directed health measures require social distancing in the classrooms or limiting the numbers of students in a classroom. | Brookings Elementary & Camelot Intermediate Schools will be closed due to unsafe conditions. |



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| | school with appropriate safety precautions | school with appropriate safety precautions. | | |
| Cohort A | In-Person | In-Person | A-A-Off-B-B; Wednesday reserved for cleaning, PD, virtual check-ins Students with IEP may have unique schedule dependent on placement. | Remote/Distance Learning |
| Cohort B | In-Person | In-Person | A-A-Off-B-B; Wednesday reserved for cleaning, PD, virtual check-ins Students with IEP may have unique schedule dependent on placement. | Remote/Distance Learning |

Daily Procedures

| Phase | Phase I | Phase II | Phase III | Phase IV |
|--------------------------------------|---|---|--|--------------------------------------|
| Beginning of the day students | Breakfast and supervision will begin at 7:30am for students. Students enter doors as usual and will go directly to their homeroom. Separate entrances will be used. | Doors will open at 7:45am for students to enter. Students enter doors as usual and will go directly to their homeroom. Separate entrances will be used. | Doors will open at 7:45am for students to enter. 8:15 - First group of designated classes enter the building and wash hands and go directly to their classroom. 8:30 - Second group of designated classes enter the building and wash hands and go directly to their classroom *Separate entrances will be used. Doors will be assigned accordingly at each building. | No students will enter the building. |



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| End of the day | <p>Regular Dismissal</p> <p>All students will be required to leave the building at the end of the day unless in an approved activity or working with a teacher.</p> | <p>Regular Dismissal</p> <p>All students will be required to leave the building at the end of the day unless in an approved activity or working with a teacher.</p> | <p>May stagger or vary dismissal slightly. Classroom teachers responsible for getting students to their designated area for pick up or release. Students will remain with their cohort until out of school.</p> | |
| Breakfast and Lunch | <p>Students will be offered breakfast, to be consumed in the cafeteria.</p> <p>Lunch will be served and consumed in the cafeteria.</p> | <p>Students will be offered breakfast, to be consumed in the cafeteria using physical distancing guidelines set by the Brookings School District.</p> <p>Lunch will be served and consumed in the cafeteria using physical distancing guidelines set by the Brookings School District.</p> <p>Parents/Guardians/Guests will be allowed to eat lunch with students.</p> | <p>Students will be offered breakfast to be consumed in the cafeteria using physical distancing guidelines set by the Brookings School District.</p> <p>Lunch will be served and consumed in the cafeteria or other large spaces using physical distancing guidelines set by the Brookings School District.</p> <p>Some food items may be limited.</p> <p>Parents/Guardians/Guests will not be allowed to eat lunch with students.</p> | <p>No breakfast or lunch will be served in the school building due to students being out of the building.</p> <p>Determination will be made for food pick-up.</p> |
| Encore Classes | <p>Students will transition to Encore classes. Time will be reserved for hand hygiene.</p> | <p>Students will transition to Encore classes. Time will be reserved for hand hygiene.</p> | <p>Students will transition to Encore classes. Time will be reserved for hand hygiene.</p> | |
| Hallway Traffic | <p>Students and staff using the hallways will remain on the right side.</p> | <p>Students and staff using the hallways will remain on the right side.</p> | <p>Students and staff using the hallways will remain on the right side.</p> | <p>Students and staff using the hallways will remain on the right side.</p> |



Behaviors to Reduce Spread

| CDC Identified Behaviors | Elementary School Protocol | | | |
|--------------------------------|--|---|--|---|
| Phase | Phase I | Phase II | Phase III | Phase IV |
| Cleaning and Sanitizing | <p>Daily routine cleaning procedures</p> <p>Spray bottle with disinfectant and microfiber cloth provided for all staff upon request.</p> | <p>Daily routine cleaning procedures</p> <p>Routine infectious disease protocol; staff will comply with State and/or local health department requirements.</p> <p>Staff will follow manufacturer's instructions regarding the use and maintenance of equipment, use, and storage of chemicals for cleaning and sanitizing.</p> <p>Spray bottle with disinfectant and microfiber cloth provided for all staff.</p> | <p>Daily routine cleaning procedures PLUS</p> <p>Heightened disinfection of touch points or areas.</p> <p>Administration will communicate to custodial staff of specific affected areas and surface(s), schedule, procedure and product to be used for heightened disinfection</p> <p>Increased frequency and increased number of surfaces within classrooms to be disinfected to include daily mid-day disinfection of desktops and touch points or areas of specific concern</p> <p>Custodians will provide heightened disinfection of touch points or areas of specific concern at each school.</p> <p>Administration will determine routine cleaning schedules at each building and will require modification to meet heightened disinfection needs.</p> | <p>Elementary & Camelot Intermediate Schools will be secured.</p> <p>Access is prohibited for all user groups.</p> <p>Cleaning at Brookings Elementary & Camelot Intermediate Schools will be completed as directed by the Health Department prior to student return.</p> <p>Administration will determine staffing assignments and/or procedure modifications.</p> |



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|-----------------------------------|---|--|--|--|
| Hand Hygiene and Facemasks | Modeling of proper hand washing technique may take place along with reminders to support hand washing throughout the day. | Modeling of proper hand washing technique will take place along with reminders to support hand washing throughout the day. Face masks will be required per the District Guidelines. Face masks will be provided by individual students/families and staff members. | Modeling of proper hand washing technique will take place along with reminders to support hand washing throughout the day. Face masks will be required per the District Guidelines. Face masks will be provided by individual students/families and staff members. | |
| Restroom Usage | Pre covid protocol | Pre covid protocol | Use during passing time will be discouraged due to the number of students. Students will be encouraged to use the restroom with permission from the classroom teacher. | |
| Water Fountains | The fountain and bottle filling feature on the water fountains will be available for regularly scheduled water breaks. | The bottle filling feature on the water fountains will be available for regularly scheduled water breaks. Students and staff are encouraged to bring individual water bottles. | The bottle filling feature on the water fountains will be available for regularly scheduled water breaks. Students and staff are encouraged to bring individual water bottles. | |



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|--|--|--|--|--|
| | Students and staff are encouraged to bring individual water bottles. | | | |
| Transportation | Refer to District Transportation Guidelines for additional specific information. | Refer to District Transportation Guidelines for additional specific information. | Refer to District Transportation Guidelines for additional specific information. | |
| Classroom Seating & Materials | Regular classroom/teacher preferred arrangement. | <p>Regular classroom cleaning.</p> <p>Physical distancing will be utilized when possible.</p> <p>Regular classroom/teacher preferred arrangement. (3-6 ft.) Assigned seating will be used.</p> <p>Regular classroom supply usage. Individual student supplies are encouraged.</p> <p>Administration will help guide teachers in classroom arrangement to maximize square footage space for instruction. (Furniture, decorative items, non-essential materials. etc.)</p> | <p>Regular classroom cleaning PLUS heightened disinfection of touch points or areas.</p> <p>District physical distancing measures will be in place for seating (3-6 ft.). Face-to-face seating will be avoided. Assigned seating will be used.</p> <p>Individual student supplies are required, some supplies may not be allowed.</p> <p>Shared furniture and equipment will not be used.</p> <p>Administration will help guide teachers in classroom arrangement to maximize square footage space for instruction. (furniture, decorative items, non-essential materials. etc.)</p> | |



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|-------------------|--|--|---|--|
| Lockers | Lockers will be assigned to students. Their use may be limited due to the number of students. | Lockers will be assigned to students. Their use may be limited due to the number of students. In an effort to maintain physical distance, students may use backpacks or other bags to assist in carrying necessary educational materials to each class. | Students will not access lockers In effort to maintain physical distance, students may use backpacks or other bags to assist in carrying necessary educational materials to each class. | |
| Technology | Devices will be utilized during the school day as normal. At Camelot, each student will have an assigned device. | Devices will be utilized during the school day as normal and each student will have a device at Camelot. Devices will be cleaned daily following the Brookings Technology department guidelines. | Devices will be provided as needed for students and each student will have a device at Camelot. Devices may travel between home and school. Devices will be cleaned daily following the Brookings Technology department guidelines. | Devices will be provided as needed for students. Devices will remain at home. Devices will be cleaned daily following the Brookings Technology department guidelines |



Smart Start Plan – Brookings School District

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|--|---|--|---|---|
| Student Attendance | <p>All students will attend school in person. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All students will attend school in person. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All students will attend school following the Hybrid schedule. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All students will attend school following the remote/distance learning schedule. Daily attendance will be taken.</p> |
| Staff Attendance | <p>All staff will report as normal.</p> <p>Any questions or concerns relative to work expectations should be directed to the District Administrative Office.</p> | <p>All staff will report as normal.</p> <p>Any questions or concerns relative to work expectations should be directed to the District Administrative Office.</p> | <p>All staff will report as directed.</p> <p>Any questions or concerns relative to work expectations should be directed to the District Administrative Office.</p> | <p>All staff will report as directed.</p> |
| Grading & Reports of Progress | <p>Standards-based grading</p> <p>Reports of Progress will be made available to parents through Canvas and Infinite Campus. Feedback will be provided to students in a timely manner.</p> | <p>Standards-based grading.</p> <p>Reports of Progress will be made available to parents through Canvas and Infinite Campus. Feedback will be provided to students in a timely manner.</p> | <p>Standards-based grading</p> <p>Reports of Progress will be made available to parents through Canvas and Infinite Campus. Feedback will be provided to students in a timely manner.</p> | <p>Standards-based grading</p> <p>Reports of Progress will be made available to parents through Canvas and Infinite Campus. Feedback will be provided to students in a timely manner.</p> |
| | | | | |



MIDDLE SCHOOL (6-8)

MMS Guiding Principles & Phased Approach

| Phase | Phase I – Risk Low | Phase II – Risk Moderate | Phase III – Risk High | Phase IV – Risk Severe |
|-----------------------------|---|---|--|---|
| Infection Risk Level | <p>No to minimal community transmission.</p> <p>Reinforce everyday preventative actions, ensuring proper ventilation within school facilities, including buses and maintaining cleaning and disinfection practices remain important. Monitor absenteeism among teachers, staff, and students to identify trends and determine if absences are due to COVID-19, symptoms that led to quarantine, concerns about being in the school environment and personal health and safety, or positive test results. Anyone who tests positive for COVID-19 should stay home and self-isolate for the timeframe recommended by public health officials.</p> | <p>Minimal to moderate community transmission.</p> <p>Continue following strategies from phase I along with implementing mitigation strategies such as social distancing, use of face masks, reinforcing everyday preventative actions, and maintaining cleaning and disinfection. This also can include ensuring that student and staff groupings/cohorts are as static as possible. Scheduled visitors are allowed.</p> | <p>Substantial, controlled transmission.</p> <p>Mitigation strategies are necessary. These include following all the actions listed above and also ensuring that student and staff groupings/cohorts are as static as possible with limited mixing of student and staff groups, field trips and large gatherings and events are canceled. No visitors allowed.</p> | <p>Substantial, uncontrolled transmission.</p> <p>The Brookings School District will work closely with local health officials to make decisions on whether to maintain school operations. The health, safety, and wellbeing of our students, teachers, staff and families are the most important consideration in determining whether school closure is a necessary step. However, if community transmission cannot be controlled, school closure is an important consideration. Plans for virtual/remote learning will be in place in the event of a school closure.</p> |
| MMS Plan | Face-to-Face Learning Model | Face-to-Face Learning Model | Hybrid Learning Model | Remote/Distance Learning Model |
| Rationale | MMS has a plan to meet guidelines provided for the reopening of schools and local public health conditions warrant a return to school with appropriate safety precautions | In the event directed health measures require social distancing in the classrooms or limiting the numbers of students in a classroom. | In the event directed health measures require social distancing in the classrooms or limiting the numbers of students in a classroom. | MMS will be closed due to unsafe conditions. |



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|-----------------|-----------|-----------|---|--------------------------|
| Cohort A | In-Person | In-Person | A-A-Off-B-B; Wednesday reserved for cleaning, PD, virtual check-ins | Remote/Distance Learning |
| Cohort B | In-Person | In-Person | A-A-Off-B-B; Wednesday reserved for cleaning, PD, virtual check-ins | Remote/Distance Learning |
| | | | | |

MMS Daily Procedures

| Phase | Phase I | Phase II | Phase III | Phase IV |
|--------------------------------------|---|---|--|--------------------------------------|
| Beginning of the day students | <p>Doors will open at 7:30 for students to enter.</p> <p>Students will enter using S4, S5, S6, W1, N1, N2, N3, E3, and E6.</p> <p>Students using District Transportation will enter using S4, E3, and E6.</p> | <p>Doors will open at 7:30 for students to enter.</p> <p>Students will enter using S4, S5, S6, W1, N1, N2, N3, E3, and E6. .</p> <p>Students using District Transportation will enter using S4, E3, and E6.</p> | <p>Doors will open at 7:30 for students to enter.</p> <p>Students enter doors based on Team and Grade Level and will go directly to their homeroom.</p> <p>Separate entrances will be used.</p> <p>7Black/8Black: N1 SPED Behavior: N2 7Red/8Red: N3 7Gray: S5 6Red: S6 6Black: W1</p> | No students will enter the building. |
| End of the day | <p>Regular Dismissal</p> <p>All students will be required to leave the building at the end of the day unless in an approved activity or working with a teacher.</p> | <p>Regular Dismissal</p> <p>All students will be required to leave the building at the end of the day unless in an approved activity or working with a teacher.</p> | MMS may stagger or vary dismissal to a maximum of 10 minutes. | |



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| Breakfast and Lunch | <p>Students will be offered breakfast, to be consumed in the cafeteria.</p> <p>Lunch will be served and consumed in the cafeteria.</p> | <p>Students will be offered breakfast, to be consumed in the cafeteria using physical distancing guidelines set by the Brookings School District.</p> <p>Lunch will be served and consumed in the cafeteria using physical distancing guidelines set by the Brookings School District.</p> <p>Parents/Guardians/Guests will be allowed to eat lunch with students.</p> | <p>Students will be offered breakfast, to be consumed in the cafeteria using physical distancing guidelines set by the Brookings School District.</p> <p>Lunch will be served and consumed in the cafeteria using physical distancing guidelines set by the Brookings School District.</p> <p>Some food items may be limited.</p> <p>Parents/Guardians/Guests will not be allowed to eat lunch with students.</p> | <p>No breakfast or lunch will be served in the school building due to students being out of the building.</p> <p>Determination will be made for food pick-up.</p> |
| Encore Classes | <p>Students will transition to Encore teachers.</p> | <p>Students will transition to Encore teachers; masks are required for students when transitioning and physical distancing is difficult.</p> | <p>Students will transition to Encore teachers; masks are required for students when transitioning and physical distancing is difficult.</p> | |
| Hallway Traffic | <p>Students and staff using the hallways will remain on the right side.</p> | <p>Students and staff using the hallways will remain on the right side.</p> | <p>Students and staff using the hallways will remain on the right side.</p> | <p>Students and staff using the hallways will remain on the right side.</p> |



Behaviors to Reduce Spread

| CDC Identified Behaviors | Mickelson Middle School Protocol | | | | |
|-----------------------------------|--|---|--|---|--|
| Phase | Phase I | Phase II | Phase III | Phase IV | |
| Cleaning and Sanitizing | <p>Daily routine cleaning procedures</p> <p>Routine infectious disease protocol; staff will comply with State and/or local health department requirements.</p> <p>Staff will follow manufacturer's instructions regarding the use and maintenance of equipment, use, and storage of chemicals for cleaning and sanitizing.</p> <p>Spray bottle with disinfectant provided for all staff.</p> | <p>Daily routine cleaning procedures PLUS heightened disinfection of touch points or areas.</p> <p>Administration will communicate to custodial staff of specific affected areas and surface(s), schedule, procedure and product to be used for heightened disinfection</p> <p>Custodians will provide heightened disinfection of touch points or areas of specific concern at MMS.</p> <p>Administration will determine routine cleaning schedules at each building and will require modification to meet heightened disinfection needs.</p> | <p>Daily routine cleaning procedures PLUS heightened disinfection of touch points or areas.</p> <p>Administration will communicate to custodial staff of specific affected areas and surface(s), schedule, procedure and product to be used for heightened disinfection</p> <p>Increased frequency and increased number of surfaces within classrooms to be disinfected to include daily midday disinfection of desktops and touch points or areas of specific concern</p> <p>Custodians will provide heightened disinfection of touch points or areas of specific concern at MMS.</p> <p>Administration will determine routine cleaning schedules at each building and will require modification to meet heightened disinfection needs.</p> | <p>MMS will be secured.</p> <p>MMS access is prohibited for all user groups.</p> <p>Cleaning at MMS will be completed as directed by the Health Department prior to student return</p> <p>Administration will determine staffing assignments and/or procedure modifications required.</p> | |
| Hand Hygiene and Facemasks | <p>Announcements will be made to support hand washing.</p> | <p>Announcements will be made to support hand washing.</p> <p>Face masks will be required per the District Guidelines.</p> | <p>Announcements will be made to support hand washing.</p> <p>Face masks will be required per the District Guidelines.</p> | | |



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| | | Face masks will be provided by individual students/families and staff members. | Face masks will be provided by individual students/families and staff members. | |
| Restroom Usage | <p>Use during passing time will be discouraged due to the number of students.</p> <p>Students will be encouraged to use the restroom with permission from the classroom teacher.</p> | <p>Use during passing time will be discouraged due to the number of students.</p> <p>Students will be encouraged to use the restroom with permission from the classroom teacher.</p> | <p>Use during passing time will be discouraged due to the number of students.</p> <p>Students will be encouraged to use the restroom with permission from the classroom teacher.</p> | |
| Water Fountains | <p>The bottle filling feature on the water fountains will be available for regularly scheduled water breaks.</p> <p>Students and staff are encouraged to bring individual water bottles.</p> | <p>The bottle filling feature on the water fountains will be available for regularly scheduled water breaks.</p> <p>Students and staff are encouraged to bring individual water bottles.</p> | <p>The bottle filling feature on the water fountains will be available for regularly scheduled water breaks.</p> <p>Students and staff are encouraged to bring individual water bottles.</p> | |
| Transportation | Refer to District Transportation Guidelines for additional specific information. | Refer to District Transportation Guidelines for additional specific information. | Refer to District Transportation Guidelines for additional specific information. | |
| Classroom Seating & Materials | <p>Regular classroom cleaning.</p> <p>Regular classroom/teacher preferred arrangement.</p> <p>Regular classroom supply usage. Individual student supplies are encouraged.</p> <p>Administration will help guide teachers in classroom arrangement to maximize square footage space for instruction. (furniture, decorative items, non-essential materials. etc.)</p> | <p>Regular classroom cleaning PLUS heightened disinfection of touch points or areas.</p> <p>Physical distancing will be utilized when possible.</p> <p>Regular classroom/teacher preferred arrangement. (3-6 ft.) Assigned seating will be used.</p> <p>Regular classroom supply usage. Individual student supplies are encouraged.</p> <p>Administration will help guide teachers in classroom arrangement to maximize square</p> | <p>Regular classroom cleaning PLUS heightened disinfection of touch points or areas.</p> <p>District physical distancing measures will be in place for seating (3-6 ft.). Face-to-face seating will be avoided. Assigned seating will be used.</p> <p>Individual student supplies are required, some supplies may not be allowed.</p> <p>Shared furniture and equipment will not be used.</p> | |



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| | | <p>footage space for instruction. (furniture, decorative items, non-essential materials. etc.)</p> <p>Face masks will be required when students are not able to maintain a 6-foot distance. They will not be required to be used by students and staff when physical distancing is maintained.</p> | <p>Administration will help guide teachers in classroom arrangement to maximize square footage space for instruction. (furniture, decorative items, non-essential materials. etc.)</p> <p>Face masks will be required when students are not able to maintain a 6-foot distance. They will not be required to be used by students and staff when physical distancing is maintained.</p> | |
| Lockers | <p>Lockers will be assigned to students. Their use may be limited due to the number of students.</p> | <p>Lockers will be assigned to students based on their scheduled days to ensure appropriate physical distancing measures are maintained.</p> <p>In effort to maintain physical distance, students may use backpacks or other bags to assist in carrying necessary educational materials to each class.</p> | <p>Lockers will be assigned to students based on their scheduled days to ensure appropriate physical distancing measures are maintained.</p> <p>In effort to maintain physical distance, students may use backpacks or other bags to assist in carrying necessary educational materials to each class.</p> | |
| Technology | <p>1:1 devices will provided for all 6-8 students</p> <p>- Grade 6: Devices will remain at school. - Grades 7-8: Devices will travel between home and school.</p> <p>Devices will be cleaned following the Brookings Technology Department guidelines.</p> | <p>1:1 devices will provided for all 6-8 students</p> <p>- Grade 6: Devices will remain at school. - Grades 7-8: Devices will travel between home and school.</p> <p>Devices will be cleaned following the Brookings Technology Department guidelines.</p> | <p>1:1 devices will provided for all 6-8 students</p> <p>Devices will travel between home and school</p> <p>Devices will be cleaned daily following the Brookings Technology department guidelines.</p> | <p>1:1 devices will provided for all 6-8 students</p> <p>Devices will remain at home.</p> <p>Devices will be cleaned daily following the Brookings Technology department guidelines</p> |



Smart Start Plan – Brookings School District

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| Student Attendance | <p>All MMS students will attend school in person. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All MMS students will attend school in person. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All MMS students will attend school following the Hybrid schedule. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All MMS students will attend school following the remote/distance learning schedule. Daily attendance will be taken.</p> |
| Staff Attendance | <p>All staff will report as normal.</p> <p>Any questions or concerns relative to work expectations should be directed to the District Administrative Office.</p> | <p>All staff will report as directed.</p> <p>Any questions or concerns relative to work expectations should be directed to the District Administrative Office.</p> | <p>All staff will report as directed.</p> <p>Any questions or concerns relative to work expectations should be directed to the District Administrative Office.</p> | <p>All staff will report as directed.</p> |
| Grading & Reports of Progress | <p>Grading Scale will remain: 90-100 = A 80-89 = B 70-79 = C 60-69 = D below = F</p> <p>MMS instructors will communicate through the learning management system and/or email regarding student progress.</p> | <p>Grading Scale will remain: 90-100 = A 80-89 = B 70-79 = C 60-69 = D below = F</p> <p>MMS instructors will communicate through the learning management system and/or email regarding student progress.</p> | <p>Grading Scale will remain: 90-100 = A 80-89 = B 70-79 = C 60-69 = D below = F</p> <p>MMS instructors will communicate through the learning management system and/or email regarding student progress.</p> | <p>Grading Scale will remain: 90-100 = A 80-89 = B 70-79 = C 60-69 = D Below = F</p> <p>MMS instructors will communicate through the learning management system and/or email regarding student progress.</p> |
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Academic Plans by Phase

| Phase | Phase I | Phase II | Phase III | Phase IV |
|-----------------|---|---|---|--|
| Teachers | <p>Teachers will follow the district guidance.</p> <p>Teachers will be prepared to enter a virtual learning environment at any point in time.</p> | <p>Teachers will follow the district guidance.</p> <p>Teachers will be prepared to enter a virtual learning environment at any point in time.</p> | <p>Create suggested pacing guides for students to follow that outline a suggested timeline for the completion of work. Project-based and personalized learning is recommended.</p> <p>Collaborate with grade level and subject area teams to follow weekly pacing guide checks.</p> <p>Teachers will use the assigned collaboration time to follow district expectations regarding alignment of curriculum and grading practices.</p> <p>Work with specialists on student support.</p> <p>Continue to post announcements and updates in Canvas.</p> <p>Continue to work with and support students with an IEP, 504 Plan, and/or LAP ensuring accommodations are being followed.</p> | <p>Continue to follow district guidance and post all lessons and materials on classroom Canvas.</p> <p>Allow for individual pacing and provide recommended pacing guide with unit check points. Project-based and personalized learning is recommended.</p> <p>Counselors and Administrators will run weekly grade reports and work with students who are not engaged in the remote/distance learning process.</p> <p>Teachers will work with building leaders to reach out to and support students and families who may need additional support during this time.</p> |
| Students | <p>Take your laptop, charger, and other necessary materials home with you each night to prepare for a change in instructional model.</p> | <p>Take your laptop, charger, and other necessary materials home with you each night to prepare for a change in instructional model.</p> | <p>Follow the building schedules as designed</p> <p>Attendance at Zoom meetings will be expected. If unable to</p> | <p>Follow pacing guide provided by classroom teacher</p> <p>Zoom meetings required unless other arrangements are made.</p> |



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| | <p>Know the models and what your expectations are in each of them.</p> <p>Communicate with your teachers via Canvas in the event that you are gone from school.</p> <p>Follow the MMS Attendance Protocol</p> | <p>Know the models and what your expectations are in each of them.</p> <p>Communicate with your teachers via Canvas in the event that you are gone from school.</p> <p>Follow the MMS Attendance Protocol.</p> <p>Participate in temperature checks and follow all social distancing guidelines depending on the current district status.</p> | <p>attend, students should communicate with the teacher to make other arrangements.</p> <p>Complete all assessments and submit according to established deadlines.</p> <p>Ask for help and advocate for your needs if you are confused or need assistance.</p> <p>Open and frequent communication with teachers. Attendance at school on your days in session is required.</p> | <p>Daily check in on Canvas unless other arrangements are made.</p> <p>Complete all practice activities and assessments.</p> <p>Check email at least twice daily for important information from teachers.</p> <p>Check email daily and watch for important announcements.</p> |
| Parents | <p>Follow the MMS Attendance Protocol.</p> <p>Communicate with the school if you, your child, or a family member becomes sick.</p> <p>Keep children home when they are running a fever (100) and seek the guidance of a medical professional.</p> <p>Ensure that you and your child know how to access Canvas and can complete the assigned work when/if your child is absent.</p> <p>Discuss with your child their needs in the event of remote/distance learning and have a plan for implementation at home.</p> | <p>Follow the MMS Attendance Protocol.</p> <p>Communicate with the school if you, your child, or a family member becomes sick.</p> <p>Keep children home when they are running a fever (100) and seek the guidance of a medical professional.</p> <p>Ensure that you and your child know how to access Canvas and can complete the assigned work when/if your child is absent.</p> <p>Encourage your student to follow all social distancing guidelines and reinforce habits at home.</p> <p>Discuss with your child their needs in the event of remote learning have a plan for implementation at home.</p> | <p>Help support student learning by being engaged in communication from the district, building and teacher.</p> <p>Be informed regarding the hybrid schedule that will be used by your school in the event that we go into Phase IV.</p> <p>Ensure that unless ill or under quarantine, make arrangements for your child to attend school during in session days/times.</p> <p>Follow the MMS Attendance Protocol.</p> | <p>Create learning space for students</p> <p>Help establish calendars and pacing guides to develop routines</p> <p>Ensure that your child is engaged in coursework daily. If there are barriers to this, reach out to school personnel</p> |



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| Curriculum | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>Teachers should be following the developed Unit Plans and Pacing Guides that have been established in your respective subject matter and grade level.</p> <p>Teachers may not be in exactly the same place, but this will help facilitate a conversation and create awareness so that teachers can be prepared in the event we go into remote/distance learning.</p> | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>Teachers should be following the developed Unit Plans and Pacing Guides that have been established in your respective subject matter and grade level.</p> <p>Teachers may not be in exactly the same place, but this will help facilitate a conversation and create awareness so that teachers can be prepared in the event we go into remote/distance learning.</p> | <p>Teachers should be following the developed Unit Plans and Pacing Guides that have been established.</p> <p>Weekly pacing guide check to ensure that teachers are staying in alignment and can identify where they would need to close gaps in the event of closure.</p> <p>Weekly Planning Tasks will be developed by the District and teachers will utilize a portion of their plan time at MMS to complete these tasks.</p> | <p>Teachers will continue to follow all of the outlined practices in levels Phases II, III, and IV.</p> <p>Teachers will develop their individual lessons and post on Canvas to deliver to students.</p> <p>A weekly plan will be posted that includes the Learning Objectives, Materials and Practice/Assessments for the week.</p> <p>Teachers will include a suggested pacing guide for students to follow to ensure the completion of the work.</p> <p>Teachers will continue to collaborate with each other for consistency and alignment purposes.</p> <p>Weekly pacing guide checks and unit plan discussions will continue to take place across content areas to ensure that courses and grade levels are in alignment and covering the same standards.</p> |
| Instruction | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>Canvas lessons should allow any student who is absent to access the necessary materials and assessments virtually.</p> | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>Canvas lessons should allow any student who is absent to access the necessary materials and assessments virtually.</p> | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>A majority of classroom instruction may need to be provided virtually, including some face-to-face time.</p> <p>Canvas lessons should allow any student who is absent to access the necessary materials and assessments virtually.</p> | <p>All classroom instruction will be delivered virtually.</p> <p>Teachers can record critical portions of their lesson, lecture, lab, etc. and post for student viewing prior to face-to-face meetings.</p> |



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| | | | Create suggested pacing guides for students to follow that outline a suggested timeline for the completion of work. | |
| Assessment | Grades will be assigned to students throughout the school year based on the regular grading scale. | Grades will continue to be assigned as usual to students throughout remote/distance learning. | <p>Grades will continue to be assigned as usual to students throughout remote/distance learning.</p> <p>Flexible timelines will be established to allow students to complete work throughout the unit based on their needs.</p> <p>Teachers will collaborate with case managers to support individual student learning.</p> | <p>Grades will continue to be assigned as usual to students throughout remote/distance learning.</p> <p>Daily practice assignments can be created by the individual teacher based on the needs of their classrooms.</p> <p>Teachers will provide rubrics for summative assessments on Canvas so that all students have a clear understanding of how their learning will be assessed.</p> <p>Some assessments may be given in person depending on the current regulations and health risk levels.</p> <p>Accommodations for testing will be made in consultation with case managers.</p> <p>Flexible timelines will be established to allow students to complete work throughout the unit based on their needs.</p> |
| Attendance | To the extent possible, teachers will provide all materials to students who are absent via Canvas. | To the extent possible, teachers will provide all materials to students who are absent via Canvas. | <p>Attendance will be taken during Zoom sessions and virtual instruction.</p> <p>Options will be provided for students who can't attend during this time.</p> | <p>Monitor and take attendance during Zoom sessions and virtual instruction.</p> <p>Options will be provided for students who can't attend during this time.</p> |



HIGH SCHOOL (9-12)

BHS Guiding Principles & Phased Approach

| Phase | Phase I – Risk Low | Phase II – Risk Moderate | Phase III – Risk High | Phase IV – Risk Severe |
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| Infection Risk Level | <p>No to minimal community transmission.</p> <p>Reinforce everyday preventative actions, ensuring proper ventilation within school facilities, including buses and maintaining cleaning and disinfection practices remain important. Monitor absenteeism among teachers, staff, and students to identify trends and determine if absences are due to COVID-19, symptoms that led to quarantine, concerns about being in the school environment and personal health and safety, or positive test results. Anyone who tests positive for COVID-19 should stay home and self-isolate for the timeframe recommended by public health officials.</p> | <p>Minimal to moderate community transmission.</p> <p>Continue following strategies from phase I along with implementing mitigation strategies such as social distancing, use of face masks, reinforcing everyday preventative actions, and maintaining cleaning and disinfection. This also can include ensuring that student and staff groupings/cohorts are as static as possible. Scheduled visitors are allowed.</p> | <p>Substantial, controlled transmission.</p> <p>Mitigation strategies are necessary. These include following all the actions listed above and also ensuring that student and staff groupings/cohorts are as static as possible with limited mixing of student and staff groups, field trips and large gatherings and events are canceled. No visitors allowed.</p> | <p>Substantial, uncontrolled transmission.</p> <p>The Brookings School District will work closely with local health officials to make decisions on whether to maintain school operations. The health, safety, and wellbeing of our students, teachers, staff and families are the most important consideration in determining whether school closure is a necessary step. However, if community transmission cannot be controlled, school closure is an important consideration. Plans for virtual/remote learning will be in place in the event of a school closure.</p> |
| BHS Plan | Face-to-Face Learning Model | Face-to-Face Learning Model | Hybrid Learning Model | Remote/Distance Learning Model |
| Rationale | BHS has a plan to meet guidelines provided for the reopening of schools and local public health conditions warrant a return to school with appropriate safety precautions | In the event directed health measures require social distancing in the classrooms or limiting the numbers of students in a classroom. | In the event directed health measures require social distancing in the classrooms or limiting the numbers of students in a classroom. | BHS will be closed due to unsafe conditions. |
| Cohort A | In-Person | In-Person | A-A-Off-B-B; Wednesday reserved for cleaning, PD, virtual check-ins. | Remote/Distance Learning |



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| Cohort B | In-Person | In-Person | A-A-Off-B-B; Wednesday reserved for cleaning, PD, virtual check-ins | Remote/Distance Learning |
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BHS Daily Procedures

| Phase | Phase I | Phase II | Phase III | Phase IV |
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| Beginning of the day students | Doors will be open from 6:00 am - 9:00 pm for academic access. KEEP RIGHT: Doors will be marked ENTER and EXIT for main entrances at BHS and CTE buildings. All other doors will be locked for student entrance. | Doors will be open from 6:00 am - 5:00 pm for academic access. KEEP RIGHT: Doors will be marked ENTER and EXIT for main entrances at BHS and CTE buildings. All other doors will be locked for student entrance. | Doors will be open from 7:00 am - 4:30 pm for academic access. KEEP RIGHT: Doors will be marked ENTER and EXIT for main entrances at BHS and CTE buildings. All other doors will be locked for student entrance. | No students will enter the building. |
| End of the day | Regular Dismissal All students will be required to leave the building at the end of the day unless in an approved activity or working with a teacher. | BHS may stagger or vary dismissal to a maximum of 10 minutes. | BHS may stagger or vary dismissal to a maximum of 10 minutes. | |
| Breakfast and Lunch | Students will be offered breakfast, to be consumed in the Bobcat Commons. Lunch will be served and consumed in the Bobcat Commons. | Students will be offered breakfast, to be consumed in the Bobcat Commons using physical distancing guidelines set by the Brookings School District. Lunch will be served and consumed in the Bobcat Commons using physical distancing guidelines set by the Brookings School District. | Students will be offered breakfast, to be consumed in the Bobcat Commons using physical distancing guidelines set by the Brookings School District. Lunch will be served and consumed in the Bobcat Commons using physical distancing guidelines set by the Brookings School District. Depending on the number of students eating in school, additional eating | No breakfast or lunch will be served in the school building due to students being out of the building. Determination will be made for food pick-up. |



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| | | Depending on the number of students eating in school, additional eating areas may be available to allow for social distancing. Parents/Guardians/Guests will be allowed to eat lunch with students. | areas may be available to allow for social distancing. Some food items may be limited. Parents/Guardians/Guests will not be allowed to eat lunch with students. | |
| Free Periods / Online Classes | Students may use common spaces in BHS. | When not engaged in classroom instruction or academic activity during the day, students are encouraged to exit the building and work at home, if possible. If transportation is not available, students will be allowed to use common spaces at BHS while practicing social distancing. | When not engaged in classroom instruction or academic activity during the day, students are strongly encouraged to exit the building and work from home, if possible. If transportation is not available, students will be allowed to use common spaces at BHS while practicing social distancing. | |
| Hallway Traffic | Students and staff using the hallways will remain on the right side. | Students and staff using the hallways will remain on the right side. | Students and staff using the hallways will remain on the right side. | Staff using the hallways will remain on the right side. |



Behaviors to Reduce Spread

| CDC Identified Behaviors | Brookings High School Protocol | | | |
|-----------------------------------|---|---|--|---|
| Phase | Phase I | Phase II | Phase III | Phase IV |
| Cleaning and Sanitizing | <p>Daily routine cleaning procedures</p> <p>Routine infectious disease protocol; staff will comply with State and/or local health department requirements. Staff will follow manufacturer's instructions regarding the use and maintenance of equipment, use, and storage of chemicals for cleaning and sanitizing.</p> <p>Spray bottle with disinfectant provided for all staff.</p> | <p>Daily routine cleaning procedures PLUS heightened disinfection of touch points or areas.</p> <p>Administration will communicate to custodial staff of specific affected areas and surface(s), schedule, procedure and product to be used for heightened disinfection</p> <p>Custodians will provide heightened disinfection of touch points or areas of specific concern at MMS.</p> <p>Administration will determine routine cleaning schedules at each building and will require modification to meet heightened disinfection needs.</p> | <p>Daily routine cleaning procedures PLUS heightened disinfection of touch points or areas.</p> <p>Administration will communicate to custodial staff of specific affected areas and surface(s), schedule, procedure and product to be used for heightened disinfection</p> <p>Increased frequency and increased number of surfaces within classrooms to be disinfected to include daily midday disinfection of desktops and touch points or areas of specific concern</p> <p>Custodians will provide heightened disinfection of touch points or areas of specific concern at BHS.</p> <p>Administration will determine routine cleaning schedules at each building and will require modification to meet heightened disinfection needs.</p> | <p>BHS will be secured.</p> <p>BHS access is prohibited for all user groups.</p> <p>Cleaning at BHS will be completed as directed by the Health Department prior to student return</p> <p>Administration will determine staffing assignments and/or procedure modifications required.</p> |
| Hand Hygiene and Facemasks | | <p>Announcements will be made to support hand washing.</p> <p>Face masks will be required per the District Guidelines.</p> | <p>Announcements will be made to support hand washing.</p> <p>Face masks will be required per the District Guidelines.</p> | |



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| | | Face masks will be provided for individual students/families and staff members. | Face masks will be provided by individual students/families and staff members. | |
| Restroom Usage | Regular protocol | Use during passing time will be discouraged due to the number of students. Students will be encouraged to use the restroom with permission from the classroom teacher. | Use during passing time will be discouraged due to the number of students. Students will be encouraged to use the restroom with permission from the classroom teacher. | |
| Water Fountains | | The bottle filling feature on the water fountains will be available for regularly scheduled water breaks. Students and staff are encouraged to bring individual water bottles. | The bottle filling feature on the water fountains will be available for regularly scheduled water breaks. Students and staff are encouraged to bring individual water bottles. | |
| Transportation | Refer to District Transportation Guidelines for additional specific information. | Refer to District Transportation Guidelines for additional specific information. | Refer to District Transportation Guidelines for additional specific information. | |
| Classroom Seating & Materials | Regular classroom cleaning. Regular classroom/teacher preferred arrangement. Assigned seating may be used. Regular classroom supply usage. | Regular classroom cleaning PLUS heightened disinfection of touch points or areas. District physical distancing measures will be in place for seating (3-6 ft.). Face-to-face seating will be avoided. Assigned seating will be used. Individual student supplies are required. Minimized shared furniture and equipment usage. Administration will help guide teachers in classroom arrangement to maximize square footage space for instruction. (furniture, decorative items, non-essential materials. etc.) | Regular classroom cleaning PLUS heightened disinfection of touch points or areas. District physical distancing measures will be in place for seating (3-6 ft.). Face-to-face seating will be avoided. Assigned seating will be used. Individual student supplies are required, some supplies may not be allowed. Shared furniture and equipment will not be used. Administration will help guide teachers in classroom arrangement to maximize square footage space for instruction. (furniture, decorative items, non-essential materials. etc.) | |



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| | | The district will require students and staff to appropriately wear masks when physical distancing (3-6 feet) is not achievable. | The district will require students and staff to appropriately wear masks when physical distancing (3-6 feet) is not achievable. | |
| Lockers | | <p>Lockers use is discouraged during the school day.</p> <p>In effort to maintain physical distance, students may use backpacks or other bags to assist in carrying necessary educational materials to each class.</p> | <p>Locker use during the school day is strongly discouraged and should be avoided if possible.</p> <p>In effort to maintain physical distance, students may use backpacks or other bags to assist in carrying necessary educational materials to each class.</p> | |
| Technology | BHS students will use school-provided laptop computers for completing academic requirements and communication with course instructors. | BHS students will use school-provided laptop computers for completing academic requirements and communication with course instructors. | BHS students will use school-provided laptop computers for completing academic requirements and communication with course instructors. | BHS students will use school-provided laptop computers for completing academic requirements and communication with course instructors. |
| Student Attendance | <p>All BHS students will attend school in person. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All BHS students will attend school in person. Daily attendance will be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All BHS students will attend school following the Hybrid schedule. Daily attendance may be taken.</p> <p>Accommodations will be made for students who are unable to attend in person.</p> | <p>All BHS students will attend school following the remote/distance learning schedule. Daily attendance may be taken.</p> |
| Staff Attendance | All staff will report as normal. Any questions or concerns relative to work expectations should be directed to the District Administrative Office. | All staff will report as directed. Any questions or concerns relative to work expectations should be directed to the District Administrative Office. | All staff will report as directed. Any questions or concerns relative to work expectations should be directed to the District Administrative Office. | All staff will report as directed. |
| Grading & Reports of Progress | Grades will be assigned to students throughout the school year based on the regular grading scale. | <p>Grading Scale:</p> <p>90-100 = A</p> <p>80-89 = B</p> <p>70-79 = C</p> <p>60-69 = D</p> | <p>Grading Scale:</p> <p>90-100 = A</p> <p>80-89 = B</p> <p>70-79 = C</p> <p>60-69 = D</p> | <p>Grading Scale:</p> <p>90-100 = A</p> <p>80-89 = B</p> <p>70-79 = C</p> <p>60-69 = D</p> |



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| | | below = F BHS instructors will communicate through the learning management system and/or email regarding student progress. | below = F BHS instructors will communicate through the learning management system and/or email regarding student progress. | below = F BHS instructors will communicate through the learning management system and/or email regarding student progress. |
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Academic Plans by Phase

| Phase | Phase I | Phase II | Phase III | Phase IV |
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| Teachers | <p>Teachers will follow the district guidance.</p> <p>Teachers will be prepared to enter a virtual learning environment at any point in time.</p> | <p>Create suggested pacing guides for students to follow that outline a suggested timeline for the completion of work. Project-based and personalized learning is recommended.</p> <p>Teachers will use the assigned collaboration time to follow district expectations regarding alignment of curriculum and grading practices.</p> <p>Work with specialists on student support.</p> <p>Continue to post announcements and updates in Canvas.</p> <p>Continue to work with and support students with an IEP, 504 Plan, and/or LAP ensuring accommodations are being followed.</p> | <p>Create suggested pacing guides for students to follow that outline a suggested timeline for the completion of work. Project-based and personalized learning is recommended.</p> <p>Teachers will use the assigned collaboration time to follow district expectations regarding alignment of curriculum and grading practices.</p> <p>Work with specialists on student support.</p> <p>Continue to post announcements and updates in Canvas.</p> <p>Continue to work with and support students with an IEP, 504 Plan, and/or LAP ensuring accommodations are being followed.</p> | <p>Continue to follow district guidance and post all lessons and materials on classroom Canvas.</p> <p>Allow for individual pacing and provide recommended pacing guide with unit check points. Project-based and personalized learning is recommended.</p> <p>Counselors and Administrators will communicate with instructors and work with students who are not engaged in the remote/distance learning process.</p> <p>Teachers will work with building leaders to reach out to and support students and families who may need additional support during this time.</p> |
| Students | | Follow the building schedules as designed | Follow the building schedules as designed | Follow pacing guide provided by classroom teacher |



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| | <p>Communicate with teachers via Canvas in the event of absence from school.</p> <p>Follow the BHS Attendance Protocol</p> | <p>Take laptop, charger, and other, necessary materials home each night to prepare for a change in instructional model.</p> <p>Attendance at Zoom meetings will be expected. If unable to attend, students should communicate with the teacher to make other arrangements.</p> <p>Complete all assessments and submit according to established deadlines.</p> <p>Students should ask for help and advocate for their needs if confused or in need of assistance.</p> <p>Open and frequent communication with teachers.</p> | <p>Attendance at Zoom meetings will be expected. If unable to attend, students should communicate with the teacher to make other arrangements.</p> <p>Complete all assessments and submit according to established deadlines.</p> <p>Students should ask for help and advocate for their needs if confused or in need of assistance.</p> <p>Open and frequent communication with teachers.</p> <p>Attendance at school on your days in session is required.</p> | <p>Zoom meetings required unless other arrangements are made.</p> <p>Daily check in on Canvas unless other arrangements are made.</p> <p>Complete all practice activities and assessments.</p> <p>Check email at least twice daily for important information from teachers.</p> <p>Check email daily and watch for important announcements.</p> |
| Parents | <p>Follow the BHS Attendance Protocol.</p> <p>Communicate with the school if your child or a family member becomes sick.</p> <p>Keep children home when they are running a fever (100) and seek the guidance of a medical professional.</p> <p>Ensure that you and your child know how to access Canvas and can complete the assigned work when/if your child is absent.</p> <p>Discuss with your child their needs in the event of remote/distance learning and</p> | <p>Help support student learning by being engaged in communication from the district, building and teacher.</p> <p>Be informed regarding the hybrid schedule that will be used by your school in the event that we go into Phase III.</p> <p>Ensure that unless ill or under quarantine, make arrangements for your child to attend school during in session days/times.</p> <p>Follow the BHS Attendance Protocol.</p> | <p>Help support student learning by being engaged in communication from the district, building and teacher.</p> <p>Be informed regarding the hybrid schedule.</p> <p>Ensure that unless ill or under quarantine, make arrangements for your child to attend school during in session days/times.</p> <p>Follow the BHS Attendance Protocol.</p> | <p>Create learning space for students</p> <p>Help establish calendars and pacing guides to develop routines</p> <p>Ensure that your child is engaged in coursework daily. If there are barriers to this, reach out to school personnel</p> |



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| | have a plan for implementation at home. | | | |
| Curriculum | <p>All teachers will use Canvas to post lesson plan activities and materials.</p> | <p>All teachers will use Canvas to post lesson plan activities and materials.</p> | <p>All teachers will use Canvas to post lesson plan activities and materials.</p> <p>A weekly plan will be posted that includes the Learning Objectives, Materials and Practice/Assessments for the week.</p> <p>Teachers will include a suggested pacing guide for students to follow to ensure the completion of the work.</p> <p>Teachers will continue to collaborate with each other for consistency and alignment purposes.</p> <p>Weekly pacing guide checks and unit plan discussions will continue to take place across content areas to ensure that courses and grade levels are in alignment and covering the same standards.</p> | <p>Teachers will develop their individual lessons and post on Canvas to deliver to students.</p> <p>A weekly plan will be posted that includes the Learning Objectives, Materials and Practice/Assessments for the week.</p> <p>Teachers will include a suggested pacing guide for students to follow to ensure the completion of the work.</p> <p>Teachers will continue to collaborate with each other for consistency and alignment purposes.</p> <p>Weekly pacing guide checks and unit plan discussions will continue to take place across content areas to ensure that courses and grade levels are in alignment and covering the same standards.</p> |
| Instruction | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>Canvas lessons should allow any student who is absent to access the necessary materials and assessments virtually.</p> | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>Canvas lessons should allow any student who is absent to access the necessary materials and assessments virtually.</p> | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>A majority of classroom instruction may need to be provided virtually, including some face-to-face time.</p> <p>Canvas lessons should allow any student who is absent to access the necessary materials and assessments virtually.</p> | <p>All teachers will use Canvas to post their daily lesson plan activities and materials.</p> <p>Teachers can record critical portions of their lesson, lecture, lab, etc. and post for student viewing prior to virtual or zoom meetings.</p> |



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| | | | Create suggested pacing guides for students to follow that outline a suggested timeline for the completion of work. | |
| Assessment | Grades will be assigned to students throughout the school year based on the regular grading scale. | <p>Grading Scale: 90-100 = A 80-89 = B 70-79 = C 60-69 = D below = F</p> <p>Teachers will collaborate with case managers to support individual student learning.</p> | <p>Grading Scale: 90-100 = A 80-89 = B 70-79 = C 60-69 = D below = F</p> <p>Flexible timelines will be established to allow students to complete work throughout the unit based on their needs. Teachers will collaborate with case managers to support individual student learning.</p> | <p>Grading Scale: 90-100 = A 80-89 = B 70-79 = C 60-69 = D below = F</p> <p>Daily practice assignments can be created by the individual teacher based on the needs of their classrooms.</p> <p>Teachers will provide clear expectations (i.e. rubrics) for summative assessments so that all students have a clear understanding of how their learning will be assessed.</p> <p>Some assessments may be given in person depending on the current regulations, health risk levels, and district guidelines.</p> <p>Accommodations for testing will be made in consultation with case managers.</p> <p>Flexible timelines will be established to allow students to complete work throughout the unit based on their individual needs.</p> <p>Teachers will collaborate with case managers to support individual student learning.</p> |



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| Attendance | <p>To the extent possible, teachers will provide all materials to students who are absent via Canvas.</p> <p>Regular make-up work policy followed.</p> | <p>To the extent possible, teachers will provide all materials to students who are absent via Canvas.</p> <p>Options will be provided for students who can't attend during this time.</p> | <p>Attendance will be taken during Zoom sessions and virtual instruction.</p> <p>Options will be provided for students who can't attend during this time.</p> | <p>Monitor and take attendance during Zoom sessions and virtual instruction.</p> <p>Options will be provided for students who can't attend during this time.</p> |
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TECHNOLOGY REQUIREMENTS AND EXPECTATIONS FOR ACCEPTABLE USE:

The Brookings School District teachers will use Canvas as the adopted district-wide learning management system (LMS) to provide instructional supports, communications, and overall connections to students and parents. The LMS will serve as the primary tool to share assignments, communicate with students, provide instructional supports, and guide the learning processes for students. Whether in a face-to-face, remote/distance, or hybrid learning model, students are expected to adhere to the district acceptable use policies and procedures. Further, students are expected to be courteous and respectful and to adhere to the student code of conduct which they agreed to when they signed the handbook at the beginning of the year. Overall, students are expected to work collaboratively with their teacher and their peers as the district provides instruction to learners.



PARENT RESOURCES:

Parents may be challenged to find the best way to discuss COVID-19 with a child. Finding ways to ease anxiety and uncertainty that comes with this atypical moment in time, while demanding, is important.

Given these challenges, the Brookings School District wanted to share some resources that may be helpful for parents and caregivers as you talk with your child about COVID- 19.

How to talk to your children about Coronavirus

- [Talking with children about Coronavirus Disease 2019](#)
- [Talking to Children About Coronavirus \(COVID19\)](#)
- [Helping Children and Teens Cope with Anxiety About COVID-19](#)

Other Articles and Resources

- [Parenting in the Time of Coronavirus](#)



PARENT/FAMILY EXPECTATIONS:

As we exercise the plan, we are asking parents for support and help. It is important that children are supported i by encouraging students as learners to attend and actively engage all classes and finish all assignments. Failing to actively engage and participate in classroom activities and coursework, regardless of the delivery model, may constitute absences from school, truancy, and related consequences.

If your child is engaged in either the remote/distance or hybrid models, here are some added strategies and supports to assist learners:

- ✓ Create a comfortable, distraction-free place for your children to work and attend online classes.
- ✓ Do not join your children's online classes or be visible on your children's screens during classes. This is the learning time for your child. You are encouraged to take an active role in the learning process, while still allowing your child to experience the learning.
- ✓ Encourage your children to incorporate physical activity and healthy breaks from classes during the day, while practicing responsible social distancing.
- ✓ Calmly establish routines and expectations for your child.
- ✓ Partner with your child's teachers and reach out should any challenges arise.
- ✓ Help your child to plan and turn in their work and keep them focused and on task.
- ✓ Abide by our district policies and procedures regarding the use of the school-provided device(s).



TRANSPORTATION CONSIDERATIONS AND OPTIONS

Phase 1 - Bussing services will be provided, while distancing riders to the extent possible. Hand sanitizer will be available at the front of the bus. Masks will be available while supplies last. Thermometers are available on buses and will be used as necessary.

Phase 2 – Bussing options may be limited. Parents may be asked to provide transportation services. Riders will be distanced if possible. Masks will be required and available if needed. Parents will be encouraged to take the temperature of their bus-riding students prior to boarding the bus. If the temperature is at or above 100, the student will not be allowed on the bus. Thermometers are available on buses and will be used as necessary. Drivers will clean high traffic areas.

Phase 3 – Bussing options may be limited. Parents may be asked to provide transportation services. Riders to be distanced when possible. Masks will be required and available if needed. Parents will be encouraged to take the temperature of their bus-riding students prior to boarding the bus. If the temperature is at or above 100, the student will not be allowed on the bus. Thermometers are available on buses and will be used as necessary. Drivers will clean high traffic areas.

Phase 4 - No face-to-face learning, therefore, no bussing is necessary.



EXTRA & CO-CURRICULAR ACTIVITIES CONSIDERATIONS & OPTIONS

Guiding Principles & Phased Approach

| Phase | Phase I – Risk Low | Phase II – Risk Moderate | Phase III – Risk High | Phase IV – Risk Severe |
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| Infection Risk Level | <p>No to minimal community transmission.</p> <p>Reinforce everyday preventative actions, ensuring proper ventilation within school facilities, including buses and maintaining cleaning and disinfection practices remain important. Monitor absenteeism among teachers, staff, and students to identify trends and determine if absences are due to COVID-19, symptoms that led to quarantine, concerns about being in the school environment and personal health and safety, or positive test results. Anyone who tests positive for COVID-19 should stay home and self-isolate for the timeframe recommended by public health officials.</p> | <p>Minimal to moderate community transmission.</p> <p>Continue following strategies from phase I along with implementing mitigation strategies such as social distancing, use of face masks, reinforcing everyday preventative actions, and maintaining cleaning and disinfection. This also can include ensuring that student and staff groupings/cohorts are as static as possible. Scheduled visitors are allowed.</p> | <p>Substantial, controlled transmission.</p> <p>Mitigation strategies are necessary. These include following all the actions listed above and also ensuring that student and staff groupings/cohorts are as static as possible with limited mixing of student and staff groups, field trips and large gatherings and events are canceled. No visitors allowed.</p> | <p>Substantial, uncontrolled transmission.</p> <p>The Brookings School District will work closely with local health officials to make decisions on whether to maintain school operations. The health, safety, and wellbeing of our students, teachers, staff and families are the most important consideration in determining whether school closure is a necessary step. However, if community transmission cannot be controlled, school closure is an important consideration. Plans for virtual/remote learning will be in place in the event of a school closure.</p> |
| Athletics & Activities Plan | Open for all Practices/Events/Travel | Open for all Practices/Events/Travel | Possibility of Practice/No Travel/No Events (MMS, BHS or both) | No School/No Practice/No Events |
| Rationale | Public health conditions permit events/practice/travel with appropriate safety precautions. | Directed health measures require social distancing in the facilities or limiting the numbers of students in a gymnasium or field. | Directed health measures require social distancing in the facilities or limiting the numbers | BHS will be closed due to unsafe conditions. |



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| | | | of students in a gymnasium or field. | |
| Event Attendance | <p>All Events and Tiers open</p> <p>Tier 1 – (Essential) Athletes, Coaches, Officials, Event Staff, Medical Staff, Security</p> <p>Tier 2 – (Preferred) Media(i.e. Webcast, Radio, Newspaper)</p> <p>Tier 3 – (Non-Essential) Spectators, Vendors</p> | <p>Option 1 Tier 1 & 2 (essential & preferred) allowed at events Tier 3 (non-essential) not allowed to attend events. (Live Stream Events)</p> <p>Option 2 Tier 1 & 2 (essential & preferred) allowed at events/ Tier 3 (Non-essential) allowed to attend events in limited capacity.</p> <p>Masks will be required all events</p> | <p>Possibility of No Events and or Option 1 Tier 1 & 2 (essential & preferred) allowed at events Tier 3 (non-essential) not allowed to attend events. (Live Stream Events)</p> <p>Masks will be required all events</p> | No Events |
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Activities & Athletics Daily Procedures

| Phase | Phase I | Phase II | Phase III | Phase IV |
|---|---------------------|---|--|--------------------------------------|
| Beginning of the Practice or Event | Pre covid protocol. | Gyms will be open 30 minutes before the event or practice for access. Social distancing will be in place and we will follow state, city, SDHSAA guidelines Separate exits will be marked for usage | Gyms will be open 30 minutes before practice for access. Social distancing will be in place and we will follow state, city, SDHSAA guidelines Separate exits will be marked for usage | No students will enter the building. |
| End of the day | Pre covid protocol. | All students will be required to leave the building at the end of the practice day or event. Staggering maybe implemented | All students will be required to leave the building at the end of the practice day. Staggering maybe implemented | |



Behaviors to Reduce Spread

| CDC Identified Behaviors | BHS & Mickelson Middle Activities & Athletics Protocol | | | |
|--------------------------------|--|---|---|--|
| Phase | Phase I | Phase II | Phase III | Phase IV |
| Temperature Checks | No requirements. | Two step process if temperature is suspected: <ul style="list-style-type: none"> • Temperature check by coach/advisor • Temperature check in the training room to verify and the student will be sent home. | Parents will take student temperatures at home prior to arrival. Two step process if temperature is suspected: <ul style="list-style-type: none"> • Temperature check by coach/advisor • Temperature check in the training room to verify and the student will be sent home. If a student is using the locker-room they will do a temperature check before each practice or event before entering | |
| Cleaning and Sanitizing | Daily routine cleaning procedures. Spray bottle with disinfectant and microfiber cloth provided for all staff upon request. | Daily routine cleaning procedures. Routine infectious disease protocol; staff will comply with State and/or local health department requirements. Staff will follow manufacturer's instructions regarding the use and maintenance of equipment, use, and storage of chemicals for cleaning and sanitizing. Spray bottle with disinfectant and microfiber cloth provided for all staff. | Daily routine cleaning procedures PLUS heightened disinfection of touch points or areas. Administration will communicate to custodial staff of specific affected areas and surface(s), schedule, procedure and product to be used for heightened disinfection Increased frequency and increased number of surfaces within classrooms to be disinfected to include daily midday disinfection of desktops and touch points or areas of specific concern | MMS or BHS or Both will be secured. MMS or BHS or Both access is prohibited for all user groups. Cleaning at BHS will be completed as directed by the Health Department prior to student return Administration will determine staffing assignments and/or |



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| | | | <p>Custodians will provide heightened disinfection of touch points or areas of specific concern at MMS or BHS.</p> <p>Administration will determine routine cleaning schedules at each building and will require modification to meet heightened disinfection needs.</p> | procedure modifications required. |
| Hand Hygiene and Facemasks | Announcements will be made to support hand washing. | <p>Announcements will be made to support hand washing.</p> <p>Face masks will be required and available while supplies last.</p> <p>Face masks will be provided by individual students/families and staff members.</p> | <p>Announcements will be made to support hand washing.</p> <p>Face masks will be required per the District Guidelines.</p> <p>Face masks will be provided by individual students/families and staff members.</p> | |
| Restroom Usage | Regular protocol | Use during events time will be discouraged due to the number of students & spectators. | Use during events time will be discouraged due to the number of students & spectators. | |
| Water Fountains | The bottle filling feature on the water fountains will be available Students, staff and spectators are encouraged to bring individual water bottles. | The bottle filling feature on the water fountains will be available Students, staff and spectators are encouraged to bring individual water bottles. | The bottle filling feature on the water fountains will be available Students, staff and spectators are encouraged to bring individual water bottles. | |
| Transportation | Pre covid protocol. | Trainers or coaches will take the temperature of their bus-riding students prior to boarding the bus as necessary. If the temperature is at or above 100, the student will not be allowed on the bus. | Trainers or coaches will take the temperature of their bus-riding students prior to boarding the bus as necessary. If the temperature is at or above 100, the student will not be allowed on the bus. | |



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| Locker-rooms | Pre covid protocol. | In effort to maintain physical distance, students may come ready for practice Students will be temperature checked in the gym before using the locker-room. They must use the facility and immediately leave. Staff will supervise | In effort to maintain physical distance, students may come ready for practice Students will be temperature checked in the gym before using the locker-room. They must use the facility and immediately leave. Staff will supervise | |
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