

YUPIIT SCHOOL DISTRICT SMART START PLAN

IN RESPONSE TO COVID-19



YUPIIT SCHOOL DISTRICT: SMART START PLAN

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SUMMARY OF CHANGES

The following revisions were made from the previous version:

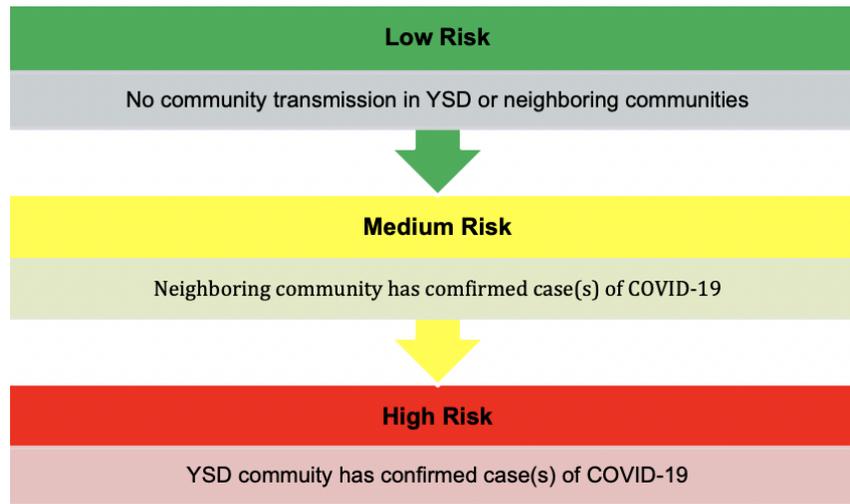
- Revised sections:
 - **Returning to YSD-** removed outdated language, and changed 14 day quarantine period to quarantine by tribal requirements
 - **Arrival in the Village-** changed 14 day quarantine period to quarantine by tribal requirements
 - **COVID-19 Testing-** removed outdated language

This version of the Yupiit School District’s Smart Start Plan is dated September 8, 2020.

INTRODUCTION

We have created this plan to aid in navigating the reestablishment of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to the district. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC) and World Health Organization (WHO). Regular updates will be made to this plan based on information provided by the CDC, WHO, and applicable federal, state and local agencies.

The Yupiit School District has built this plan based on the Smart Start template developed by the Alaska Department of Education and Early Development. It is the district’s intention to move between Low, Medium, and High risks levels, identified below, as needed based on available information related to COVID-19. Please keep in mind that this plan is subject to change given local, state and federal guidance.



GUIDING PRINCIPLES

In order to ensure the continued well-being of our employees the following guiding principles have been put in place:

1. Constituent safety measures
2. Health guidelines
3. Procedures and protocols related to COVID-19

PHASES AND TIMELINES

Information and direction about the phases and timeline will be sent to all employees, students, and parents before implementation. Please see below for a summary of the phases and timelines.

| Phase | Timing | Items |
|----------|-------------------------|---|
| Planning | June | <ul style="list-style-type: none"> ● Supplies, equipment ● Prepare detailed work schedule for phases ● Prepare building for reopen with thorough cleaning |
| Phase 1 | Late July | <ul style="list-style-type: none"> ● Implement social distancing protocol and open facilities with limited access/use |
| Phase 2 | Late July, Early August | <ul style="list-style-type: none"> ● Expand use of school based on recommendations and data from CDC, DEED, Alaska Governor, and applicable state and local agencies |
| Phase 3 | August | <ul style="list-style-type: none"> ● Open school ● Expand full operation based on recommendations and data from CDC, DEED, Alaska Governor, and applicable local and state agencies ● Determine what restrictions/guidelines stay in place |
| Phase 4 | Ongoing | <ul style="list-style-type: none"> ● Continuously assess for YSDs risk assessment placement |

I. SAFETY OF STUDENTS, STAFF, & VISITORS

EMPLOYEE EXPECTATIONS

RETURNING TO YSD

All staff must return to the district by their contract date. If staff members leave their respective villages for personal reasons, they are responsible for all travel expenses. The Yupiit School District will continue to abide by the Families First Coronavirus Response Act which is currently set to end on December 31, 2020.

TRAVEL PRECAUTIONS RETURNING TO YSD

Employees are reminded to follow [the Centers for Disease Control and Prevention \(CDC\)](#) travel guidance regarding COVID-19. Employees are also encouraged to:

- Practice good hygiene, such as washing hands regularly, including directly before and after completing the security screening process.
- Maintain a social distance of six feet wherever possible.
- Remove belts and all personal items from your pockets such as wallets, keys or phones before you enter the checkpoint queue and place them in your carry-on bag.
- Wear a face covering during the screening process. You may be asked to adjust your mask for ID verification or to remove it for secondary screening.
- Remove food items from carry-on bags and place in bin for screening.
- Travelers may be directed outside of the checkpoint to remove or repack items (e.g., laptops, liquids, gels, aerosols and large electronics).

Employees who believe they may have been in contact with a person who has COVID-19 should consult with their healthcare provider. Employees who have tested positive for COVID-19 should seek medical attention and follow the guidance of their healthcare provider and local health department.

[Click here for a short video](#) on tips for traveling during the COVID-19 pandemic.

ARRIVAL IN THE VILLAGE

Currently, each of our villages are requiring a quarantine upon arrival in the village. All staff must abide by local tribal mandates which may vary by village. During quarantine:

- Staff will stay in their homes.
- Staff will not walk around the village.
- Staff will not interact with members of the village.
- Staff will not go to the store.
- Staff will not go to the post office.
- Staff will not go to the school.
- Staff will not go to the clinic unless they are in urgent need of medical attention.

- If non-staff members reside in the household, they are expected to abide by quarantine guidelines as well.

This quarantine is for the safety of our villages.

SHIPPING, SHOPPING, AND RELATED SERVICES

The Yupiit School District suggests staff ship food and other items to themselves at the school. Items will be delivered to quarantine staff as the packages arrive at the school. The school addresses are as follows:

| Akiachak School | Akiak School | Tuluksak School |
|------------------------------------|------------------------------|----------------------------------|
| PO Box 51189 Akiachak, AK 99551 | PO Box 49 Akiak, AK 99552 | PO Box 115 Tuluksak, AK 99679 |

Please address all packages as follows:

YOUR NAME, TEACHER

SCHOOL NAME

PO BOX _____

CITY, AK, ZIP CODE

As a reminder, there are a few resources staff may want to take advantage of:

- [AC Bethel](#)- You can now order online and have items shipped to you within two days.
- [Full Circle](#)- Ships weekly or bi-weekly boxes of fresh produce and more
- [Meyers Farm](#)- located in Bethel, great for fresh produce.
- You can also ship items from Amazon, Target, Fred Meyer, Walmart, etc.

If staff are coming from outside of Alaska, they will need to get tested for COVID prior to arriving in Alaska or when they get to Alaska at the airport terminal. Again, regardless of a negative test, all staff must quarantine per village rules upon arrival in the village.

EMPLOYEE AND STUDENT SAFETY

EMPLOYEE HEALTH AND WELLNESS

Each village the Yupiit School District serves has a local health clinic. Their contact information is listed below:

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| | | |
|--|----------------|-----------------|
| Akiachak | Akiak | Tuluksak |
| (907) 825-4011 | (907) 765-7125 | (907) 695-6991 |
| Yukon-Kuskokwim Health Corporation (YKHC) | | |
| <p>If you someone in your household has respiratory symptoms, call your village clinic or COVID-19 hotline at 543-6949 before seeking care. The COVID-19 hotline is staffed Monday-Friday, 6 a.m. – 10 p.m.</p> <p>Website: https://www.ykhc.org/covid-19/</p> | | |

Yupit School District employees have the option to subscribe to the District’s health insurance program. Below are key contacts that employees may take advantage of:

| YSD Health Insurance Contact Information | |
|---|--|
| Medical, Dental and Vision Meritain Customer Service | 1.866.808.2609 www.meritain.com |
| Insurance Company POS II Provider Network | 1.800.343.3140 www.aetna.com/docfind/custom/mymeritain |
| Prescription Drugs Script World Customer Service | 1.877.468.6592 |
| Office Visit via Mobile Device at no Cost Teledoc 24/7 | 1.800.362.2667 www.MyDrConsult.com |

The Yupit School District also highly encourages all employees to purchase air evacuation insurance for emergencies:

| Company | Cost | Contact |
|----------------|-------------|---|
| LifeMed Alaska | \$49/year | Kimberly- 1-800-478-5433 https://www.lifemedalaska.com/ |
| AirMedCare | \$120 | 855-408-3787 https://www.airmedcarenetwork.com/alaska |

COVID-19 TESTING

All certified employees will be required to be tested for COVID-19 upon arrival during the quarantine period in the villages of Akiachak and Tuluksak to comply with local tribal mandates. This mandate is in addition to any state required testing to enter the state of Alaska. Employees must have a negative COVID-19 test prior to entering any school district facility.

EMPLOYEE, STUDENT & VISITOR SCREENING AND PROTOCOLS

The safety of our staff and students remains the district’s primary concern. The Yupiit School District will not allow normal visitation to our campuses until the first day of school. Only Yupiit School District staff are allowed on campus during preparation for reopen after their initial quarantine.

To help prevent the spread of the virus and reduce the risk of exposure to our staff and students, we are conducting a simple screening questionnaires and temperature checks. We will be requiring employees and visitors to complete a self-screening questionnaire each day for the first two weeks of school which includes a temperature reading and answering a set of questions related to COVID-19 symptoms. Teachers will complete the screening form and have their temperatures taken upon arrival in the school. All screening information will be kept confidential by school administration. The questionnaire is attached. Participation is important to help us take precautionary measures to protect everyone in the community.

| Low Risk | Medium Risk | High Risk |
|--|---|---|
| <p>Daily temperature screenings are conducted upon arrival for all employees and students. Employees and students with temperatures at or above 100.4 will be sent home. The employee or the parent/guardian must call the clinic for screening with a provider, who will decide if testing is appropriate and what next steps should be taken.</p> <p>Parents are encouraged to release students to staff at the health screening checkpoint and not enter the premises.</p> <p>Anyone entering the building is subject to a temperature screening and restriction from</p> | <p>Daily temperature screenings are conducted upon arrival for all employees and students. Employees and students with temperatures at or above 100.4 will be sent home. The employee or the parent/guardian must call the clinic for screening with a provider, who will decide if testing is appropriate and what next steps should be taken.</p> <p>Parents are required to release students to staff at the health screening checkpoint and not enter the premises unless prior approval has been given by administration.</p> <p>Anyone entering the building is subject to a temperature screening and restriction from</p> | <p>In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance.</p> |

| | | |
|---|---|--|
| <p>the building if temperature is above 100.4.</p> <p>Parents are encouraged to check temperatures before school if possible.</p> | <p>the building if temperature is above 100.4.</p> <p>Parents are encouraged to check temperatures before school if possible.</p> | |
|---|---|--|

STUDENT ARRIVAL

| Low Risk | Medium Risk | High Risk |
|--|--|---|
| <p>The school building will open for students at 8:30 AM. Students will use the main entrance. Staff will be on hand in each location to conduct the daily health screenings.</p> <p>Students arriving after 9:05 need to check in at the main office for a tardy slip and a temperature check. Students may report directly to the cafeteria for breakfast or 1st period class.</p> | <p>The school building will open for students at 8:30 AM. Students will use the main entrance. Staff will be on hand in each location to conduct the daily health screenings.</p> <p>Students arriving after 9:05 need to check in at the main office for a tardy slip and a temperature check. Students may report directly to the cafeteria for breakfast or 1st period class.</p> | <p>In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance.</p> |

STUDENT DISMISSAL

| Low Risk | Medium Risk | High Risk |
|---|---|---|
| <p>Students not under the direct supervision of a teacher or coach will be required to leave the building no later than 3:30. Students should exit the building and leave the school premise.</p> <p>Any change of after school plans for students must be initiated by parents via a phone call to the office prior to 3:00 PM each day.</p> | <p>Students not under the direct supervision of a teacher or coach will be required to leave the building no later than 3:30. Students should exit the building and leave the school premise.</p> <p>Any change of after school plans for students must be initiated by parents via a phone call to the office prior to 3:00 PM each day.</p> | <p>In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance.</p> |

TRAVEL RESTRICTIONS

| Low Risk | Medium Risk | High Risk |
|---|-------------|-----------|
| The Yupiit School District will discontinue staff travel to conferences and workshops until further notice unless pre-approved by the Superintendent. | | |

HEALTH PROTOCOL

If an employee becomes ill at work or if another person is exhibiting symptoms of COVID-19 at work, they may be asked to leave work and go home or to the health clinic for an exam. Employees returning to work from an approved medical leave should contact HR. Employees may be asked to submit a healthcare provider's note before returning to work.

If an employee has been diagnosed with COVID-19, they may return to work when all three criteria are met:

1. At least 3 days (72 hours) have passed since recovery (no fever without the use of fever-reducing medications); and
2. Employee has improved in respiratory symptoms (cough, shortness of breath, etc); and
3. At least 14 days have passed since symptoms first occurred

If an employee has symptoms that could be COVID-19 and do not get evaluated by a medical professional or tested for COVID-19, it is assumed that they have COVID-19 and may not return to work until the three criteria listed above have been met.

GUIDANCE IF EXPOSED

While we all hope to avoid exposure to illness from COVID-19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers should have the most up-to-date information from the CDC.

Please do the following:

1. Quarantine yourself in a specific room away from others in your home
2. Contact the following (in order of priority), let them know you have been exposed to COVID-19, then follow their instructions.
 1. Your healthcare provider
 2. The Yupiit School District's HR department
 3. Your supervisor
3. Your supervisor will work with HR to determine appropriate next steps.
4. In case of an emergency, call the health clinic in the village and let them know you have been exposed to COVID-19, then follow their instructions. You may also call YKHC in Bethel.

FAMILIES FIRST CORONAVIRUS RESPONSE ACT: EMPLOYEE PAID LEAVE RIGHTS

The Yupiit School District will abide by guidance from the United States Department of Labor under the Families First Coronavirus Response Act should an employee require paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from the effective date through December 31, 2020 unless otherwise extended by the United States Department of Labor.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

In order to minimize exposure to COVID-19, PPE may be worn, but is not required during green levels and required during yellow or red levels. PPE can include:

Gloves: Gloves are optional. Touching your face with contaminated hands, whether gloved or not, poses a significant risk of infection. Wearing gloves does not diminish the need to wash your hands. Please remember to wash your hands properly as it is the number-one defense against any virus. Additionally, the proper removal of gloves reduces the risk of being exposed to contamination.

Please note that social distancing within reason should still be practiced even with the use of gloves and masks.

Even with the use of any optional PPE, please remember to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer if soap and water are not available.
- Avoid touching your eyes, nose, and mouth.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

| Low Risk | Medium Risk | High Risk |
|---|---|---|
| Masks are optional for everyone. | Masks required with no exceptions. | Masks required with no exceptions. |
| Personal hygiene, social distancing, and frequent cleaning efforts should continue. | Personal hygiene, social distancing, and frequent cleaning efforts should continue. | Personal hygiene, social distancing, and frequent cleaning efforts should continue. |

The District will initially provide the following:

- One reusable face shield for each student and staff member
- A disposable mask for each student and staff member for each student contact day

SHARED WORKSPACE

Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. The Yupiit School District will provide hand sanitizers throughout the workplace and in common areas. Custodial cleaning processes are outlined below.

Please note that proper equipment such as acceptable disinfectant and PPE should be used when cleaning individual workspaces.

There will be limited access to certain workspaces to reduce exposure to risks and ensure employee safety.

FACILITIES CLEANING

The safety of our employees and students are our first priority. The Yupiit School District implemented a Custodial Plan for the three schools in 2019, this plan is updated yearly to incorporate new changes. Our Custodial program addresses the following:

- Public Relations: meeting expectations by local or state health inspectors, staff adjustment to support community activities, community events, etc.
- Safety Recommendations: through annual training, observations by staff, and safety meetings held regularly.
- Areas of coverage: to ensure our cleaning efforts are completed year-round.
- Cleaning Equipment and Uses: through training, gained on experience in different applications, etc.
- Good Communication Practices: use of email and written requests to our staff.
- Product information and proper use.
- Daily and Weekly Cleaning Schedules.

Walter E. Nelson of Western Washington, our janitorial supply contractor, provides us with up to date training and techniques related to the specific cleaning supplies ordered for use in our school buildings. Their representatives bring a lot of experience to assist us with efficient use of chemical solutions, use of PPE for personnel protection, custodial equipment support, etc.

YSD will move forward to start using more Green cleaning products in our procurement of custodial products. This change is being made due to health of employees and environmental sustainability. YSD is the largest user of the lagoons in each village, we need to be better stewards of what goes into the lagoons:

- Year 1 change to 25% green products
- Year 2 change to 50% green products
- Year 3 change to 60% green products.

These products will continuously be evaluated for ease of use, time and cleanliness of the schools and cost. As for paper products, we will purchase recycled paper products.

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New custodial equipment and supplies were purchased for the 2020-2021 school year. You will notice new products in public spaces. These products include new no touch restroom cleaning equipment and an auto-vac floor cleaner. These up to date pieces of equipment will assist in the cleanliness of the schools and the health and safety to the staff and students.

This new equipment comes with an on-demand, on-the-job personal trainer which can provide additional training on the use of the new equipment. This gives the custodian the ability to “Play-Pause-Practice” while watching the portable media. This feature will provide on-going training which will minimize the impact of staff turnover and unskilled workers. The YSD Custodial Staff will have additional training prior to the start of the 2020-2021 school year to incorporate in the updates to the custodial plan and to ensure all three schools are kept to the same cleaning standards.

Additional new products reviewed at the ISSA Workshop have been incorporated into the product line for the new school year. This includes color coding to prevent cross contamination in the cleaning process by color coding cleaning equipment.

With the COVID-19 outbreak, new cleaning practices have been created to address cleaning and sanitization of the touch-points and the overall cleanliness of the school. Cordless electrostatic backpack sprayers have been purchased to assist in the sanitization of the school. This electrostatic equipment will allow the custodians to daily spray all surfaces in the school to sanitize and disinfect, above the sanitization of the all touch points. The electrostatic cleaning should also help during flu season.

Changes made to the cleaning schedule which previous YSD teachers may notice will be as follows. The custodial plan has transferred our touch-point protocols to daily cleaning and moved vacuuming classrooms to a weekly task. We have not increased our custodial staff, therefore we will need the teachers to ensure that the students clean up after themselves daily, to ensure the floors and desks are clean of trash. If the teachers want their countertops and desks sanitized daily, they will need to ensure that they are clean and able to be sanitized. The custodial staff will not move piles of work off the countertops/desks to sanitize the area. Please help us help you, in keeping your classrooms sanitized and ready to provide a healthy environment to our students.

At all times we are committed to meet or exceed the standards outlined in our custodial policy for the betterment of YSD Schools.

| Low Risk | Medium Risk | High Risk |
|---|---|--|
| Cleaning protocols as outlined above will be implemented. | Cleaning protocols as outlined above will be implemented. | All YSD facilities will be closed for 14 days and a deep cleaning of the school/facility will be done. |

OPERATIONS

SIGNAGE

| Low Risk | Medium Risk | High Risk |
|--|-------------|-----------|
| Signage will be placed throughout the offices and school as needed to provide reminders on important safety information. | | |

PREVENTIVE MATERIAL INVENTORY

The appropriate leadership team members will ensure the school district has:

- a. an adequate supply of soap, disinfection, hand sanitizer, paper towels, and tissues.
- b. an adequate supply of gloves and other protective gear for staff.
- c. touchless thermometers on-site for employee and student screening.

COVID-19 CASE FORM

If an employee or student becomes ill within the district, they will immediately report to the **administration** and the case form will be completed.

Once the employee or student arrives to administration, immediately provide them with a mask, face shield and gloves. Explain that this is to help protect other employees and students and prevent the spread of the potential virus.

- The administrator and others attending the suspected infected person, should also wear a protective mask, face shield and gloves while working with the suspected infected person.
- The administrator will direct the ill employee to leave work or call the parent of the student to be picked up and go home.
- Advise employees that they may have been in contact with a suspected employee and to carry out self-screening every morning, and based on the results, contact the HR department.
- The suspected employee's or student's work area/classroom must be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.

CAFETERIA AND MEAL PERIODS

| Low Risk | Medium Risk | High Risk |
|--|---|--|
| <p>Students will eat breakfast and lunch in the cafeteria. Immediately following each lunch session, the kitchen staff will disinfect each table before the next group eats.</p> | <p>Based on previous counts, all students will eat breakfast in the cafeteria with social distancing. Immediately following the breakfast session, the kitchen staff will disinfect each table.</p> <p>Elementary students will eat lunch in the cafeteria/gym to allow for social distancing. Immediately following each lunch session, the kitchen staff will disinfect each table before secondary students eat.</p> <p>Students participating in distance learning will be distributed food in “to go” containers at designated pick-up points. Non-congregate waivers submitted to Child Nutrition Programs.</p> | <p>While school is closed due to a positive case in the school population, with the community shutting down, meals will discontinue until the facility is sanitized and staff returns to work.</p> <p>Students participating in distance learning will be distributed food in “to go” containers at designated pick-up points. Non-congregate waivers submitted to Child Nutrition Programs.</p> |

CLASSROOM ARRANGEMENTS

| Low Risk | Medium Risk | High Risk |
|--|--|---|
| <p>Classrooms will be arranged as teachers deem necessary.</p> | <p>Classrooms will be arranged as teachers deem necessary.</p> <p>Communal seating areas (couches, rocking chairs, bean bags, etc.) will be removed.</p> | <p>In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance.</p> |

CLASSROOM SUPPLIES

| Low Risk | Medium Risk | High Risk |
|--|---|---|
| <p>To the extent possible sharing of classroom supplies is discouraged, the school will have stock on hand to alleviate the need for sharing. Sharing of food and drink is prohibited.</p> | <p>Sharing of classroom supplies is prohibited. Students will be provided with everything they need by the school. Sharing of food and drink is prohibited.</p> | <p>In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance.</p> |

CLASSROOM PARTIES AND FIELD TRIPS

| Low Risk | Medium Risk | High Risk |
|---|--|---|
| <p>Class parties are prohibited, field trips subject to approval by administration.</p> | <p>Class parties and field trips are prohibited.</p> | <p>In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance.</p> |

FEDERAL FUNDING AND FLEXIBILITY

| Low Risk | Medium Risk | High Risk |
|--|---|--|
| <p>Create special funding function codes to accommodate for any CARES act funding, which may be received.</p> <p>Look at additional classified hours for food service employees serving to go meals, paraprofessionals needed to help supervise before and after school entrance and exit requirements and protocols, maintenance and custodial staff requirements for deep cleaning and sanitizing all rooms (electrostatic sprayers, etc.).</p> <p>Supplies needed such as: masks for students and staff, temperature monitoring systems and or kiosks, hand sanitizing stations, signage, to go food service packing and items, kindergarten, and first grades individual student desks, additional chairs, electrostatic sprayers, teaching supplies for distance education or packets, etc.</p> <p>Write grant for CARES Act funding in order to be able to purchase mitigation supplies that otherwise would not be needed due to COVID-19.</p> <p>Be sure to apply for both FY 20 and FY 21 grants in order to maximize funding from CARES Act</p> <p>Submit grant application through the State of Alaska GMS system once written.</p> | <p>Create special funding function codes to accommodate for any CARES act funding, which may be received.</p> <p>Look at additional classified hours for food service employees serving to go meals, paraprofessionals needed to help supervise before and after school entrance and exit requirements and protocols, maintenance and custodial staff requirements for deep cleaning and sanitizing all rooms (electrostatic sprayers, etc.).</p> <p>Supplies needed such as: masks for students and staff, temperature monitoring systems and or kiosks, hand sanitizing stations, signage, to go food service packing and items, kindergarten, and first grades individual student desks, additional chairs, electrostatic sprayers, teaching supplies for distance education or packets, etc.</p> <p>Write grant for CARES Act funding in order to be able to purchase mitigation supplies that otherwise would not be needed due to COVID-19.</p> <p>Be sure to apply for both FY 20 and FY 21 grants in order to maximize funding from CARES Act</p> | <p>Create special fund function codes to accommodate for CARES Act funding received. Write the FY 21 CARES Act grant for mitigation supplies needed and enter into the state GMS for approval.</p> <p>Enter CARES ACT FY 21 budget information into the GMS system for State approval.</p> <p>Look at additional classified hours that may be needed for food service employees serving to go meals, Paraprofessionals needed to help supervise and direct school entrance and exit requirements and protocols, and maintenance and custodial staff requirements for deep cleaning and sanitizing rooms with electrostatic sprayers.</p> <p>Re-order additional supplies as needed such as: masks for students and staff, temperature monitoring systems /kiosks, hand sanitizing stations, signage, to go food service items, preschool, kindergarten, and first grade individual student desks and additional chairs, electrostatic sprayers, teaching supplies for distance delivery folders,</p> |

| | | |
|---|--|---|
| <p>Enter budget information into the GMS system for State approval of grants.</p> | <p>Submit grant application through the State of Alaska GMS system once written.</p> <p>Enter budget information into the GMS system for State approval of grants.</p> | <p>additional folding tables and chairs, etc.</p> |
|---|--|---|

SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF

The counselor will work with students individually or in small groups to address any well-being needs. The counselor will develop a student and staff survey. This survey will allow for individuals to give feedback on how to develop a stronger outreach program and support their needs.

STUDENT AND STAFF TRAINING

| Low Risk | Medium Risk | High Risk |
|---|---|--|
| <p>Students will be trained on proper handwashing, use of ubiquitous hand sanitizing stations in the building, taught to avoid all physical contact whenever possible including handshakes and high fives. Students will be reminded to avoid touching their eyes, faces, noses, and mouths whenever possible.</p> <p>Training and in-service is presented via distance delivery or in person for those that have met their 14 day requirement.</p> | <p>Students will be trained on proper handwashing, use of ubiquitous hand sanitizing stations in the building, taught to avoid all physical contact whenever possible including handshakes and high fives. Students will be reminded to avoid touching their eyes, faces, noses, and mouths whenever possible.</p> <p>Training and in-service is presented via distance delivery or in person for those that have met their 14 day requirement.</p> | <p>In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance.</p> <p>Training and in-service is presented via distance delivery or in person for those that have met their 14 day requirement.</p> |

It is very important that all employees understand the safety requirements, protocols and expectations to ensure everyone and their communities stay safe and prevent the spread of the virus.

COMMUNICATION METHODS

To stay updated on the most up-to-date information:

1. Employees need to check their email often.
2. Visit our district website
3. Follow our social media platforms

II. ACADEMICS AND DISTANCE LEARNING

SCHOOL SCHEDULES

The Yukon Kuskokwim Health Corporation has recommended that all Yukon Delta schools cohorting students into pods of 10-12 students who do everything together: learn, play, eat. These cohorts should not mix. If a student becomes ill, only that small cohort is affected. As such, the Yupiit School District is implementing the A/B schedule days as noted below. This schedule will continue indefinitely until YKHC rescinds the recommendation.

1st - 12th Grade Weekly Schedule

1st - 12th grades will operate with an A/B schedule meaning half of all students will have an A schedule and the other half of students will have a B schedule - Site administrators will decide the placement.

“A” Week Schedule

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------|---------------------------------------|---------------------------------------|--------------------|---------------------------------------|
| In-school learning | Distance learning packet for home use | Distance learning packet for home use | In-school learning | Distance learning packet for home use |

“B” Week Schedule

| Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------------------------|--------------------|---------------------------------------|---------------------------------------|--------------------|
| Distance learning packet for home use | In-school learning | Distance learning packet for home use | Distance learning packet for home use | In-school learning |

Kindergarten Weekly Schedule

Option 1 A/B Days

| Monday | Tuesday | Wednesday | Thursday | Friday |
|------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| "A" In-school day | Distance learning packet | Distance learning packet | In-school day | Distance learning packet |
| | | | | |
| "B" Distance learning packet | In-school day | Distance learning packet | Distance learning packet | In-school day |

Kindergarten Weekly Schedule

Option 2- Half day everyday but Wednesday

| Monday | Tuesday | Wednesday | Thursday | Friday |
|-------------------------|-------------------------|--------------------------|-------------------------|-------------------------|
| "A"Morning In-School | "A"Morning In-School | Distance learning packet | "A"Morning In-School | "A"Morning In-School |
| | | | | |
| "B" Afternoon In-School | "B" Afternoon In-School | Distance learning packet | "B" Afternoon In-School | "B" Afternoon In-School |

Kindergarten Weekly Schedule

Option 3 - If class size is small and classroom size can accommodate social distancing - All day everyday but Wednesday; to be determined by Site/School Administration.

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--------------------|--------------------|--------------------------|--------------------|--------------------|
| In-school learning | In-school learning | Distance learning packet | In-school learning | In-school learning |

SCHOOL CLOSURE

Academies, dependent upon instructors from outside of the district, will explore distance delivery options. If distance delivery is unsafe or not feasible (as in the case of Welding) then the academies will be postponed, until such a time as outside instructors can enter the village and schools.

| Low Risk | Medium Risk | High Risk |
|---|---|--|
| School will remain open as noted in the previous sections of this plan. | School will remain open as noted in the previous sections of this plan. | In person classes will be cancelled, students will not be admitted into the building except to pick up meals and packets. Teachers will coordinate classes and learning activities via distance. |

REINTEGRATION AFTER SCHOOL CLOSURE

When we open school for the start of the 2020-21 school year, we recognize that students have experienced a disconnection from school academics and social-emotional learning.

ON-SITE PLAN

At the beginning of the term an emphasis will be placed on reconnecting students to the school environment with the social emotional learning program of Responsive Classroom.

At the beginning of the term, to mitigate learning slide/loss all intervention programs will offer a two-week review period while assessment is administered.

ON-SITE OR DISTANCE DELIVERY

Teachers will begin the term with review and assessment for core subjects such as Mathematics, English Language Arts, and universal Science concepts. Assessments will be reviewed by the RTI teams and individual learning plans and classroom learning plans to close gaps will be developed.

Distance (Home) learning in the Medium risk category will provide practice for concepts learned on-site the previous day (when using the A/B schedule), provide “family” lessons grounded in the Yupik culture and subsistence cycle, and will be hands-on project based as much as possible.

Distance (Home) learning in the High risk category, students will be provided direct instruction through video, teachers will be available for parental and student support via office hours, google hang-out, and telephone.

GRADING POLICY

GRADING AND ATTENDANCE

To receive credit and attendance for the courses for this school year students are expected to complete the assignments. The grading policy is located on our Parent/Student Handbooks.

COMPLETION PROTOCOLS

For promotion to the next grade level, students will need to have completed the requirements outlined in this grading policy.

DISTANCE LEARNING

Due to limited technology in each village, the committee recommends continuing with packets for distance instructional delivery. All packets should be:

- Generated to align with Alaska State Standards and district prescribed reading and math curricula
- Generated to include a variety of activities and not a collection of worksheets
- Aligned to cultural activities as well as projects that take students' cultural backgrounds into account

RECEIVING AND RETURNING STUDENT WORK

In the event that the school has to close or distance instruction is needed in 2020-2021, we will follow the guidelines below for receiving and returning student work.

In order to support our students instructionally while they are at home, we are offering a paper solution for families that do not have access to the Internet. This system will involve distributing paperwork packets to families for the students to complete while at home, along with frequent phone calls- either to the students directly or to their parents. DEED has discussed the potential for iPads or other devices with pre-loaded education applications and/or teacher instruction videos that could potentially be distributed.

PACKET PREPARATION

(Preliminary evidence suggests that the virus can only live on surfaces like cardboard for 24 hours and approximately 2-3 days on plastic. This means that with some very basic sanitation protocols, any risk of homework packets themselves transmitting the virus can be minimized.)

1. No school personnel who have symptoms consistent with COVID-19 should prepare packets. Each day that a staff member will be involved in packet preparation, they should, at a minimum, check their symptoms before putting packets together. Staff members who are symptomatic should self-quarantine as recommended by the CDC.
2. No school personnel should be involved in packet preparation if they know they have had close, direct contact with an individual who has COVID-19 or is otherwise symptomatic. For example, if someone in a school staff member's home is showing signs of the virus, even if they are not yet symptomatic, that school staff member should not be involved in putting packets together.
3. Any location in our school used for packet preparation should be thoroughly cleaned, following appropriate cleaning protocols, before packet preparation begins.
4. If you are putting packets in envelopes, choose envelopes that do not require moistening to seal.
5. **Wait 24 hours** before distributing packets to families if only paper-based materials are involved. **Wait 72 hours** if plastic materials are used.

PACKET DISTRIBUTION

Direct delivery method

All printed packet distributions will be held at each school.

PACKET RETURN

1. In the event that the district does not reopen on the set date, instructions to pick up materials will be given in accordance with this safety plan.
2. Our drop off location is the front entrances of the school. A clearly marked bin will be used for parents to drop off assignments. Notification in advance will be communicated to parents to maintain distance from other parents while dropping off packets. Parents should remain 6 feet apart from anyone else while at the drop off. In addition, communication with parents will explicitly tell parents, "Do not come if you are symptomatic. Either send someone else or wait until you are no longer symptomatic." Wait 24 hours after a drop off cycle before beginning to open the packets.

ONLINE INSTRUCTION

Available tech will be used by the teachers to instruct the lesson and then follow-up with tutorials in the same week should it be needed.

III. COMMUNITY INVOLVEMENT

FACILITY USE

| Low Risk | Medium Risk | High Risk |
|--|--|---|
| <p>Any facility usage outside of the regular school day or extracurricular activities sponsored by the district through the budgetary process must have school administration approval. A group wishing to use the facility must submit a mitigation plan with safety protocols along with information detailing the logistics involved.</p> | <p>Any facility usage outside of the regular school day or extracurricular activities sponsored by the district through the budgetary process is prohibited.</p> <p>Essential workers will be permitted access to the facilities as approved by the Superintendent</p> | <p>The facility will be restricted to staff and essential workers as approved by the Superintendent</p> |

ATHLETICS AND EXTRACURRICULAR ACTIVITIES

| Low Risk | Medium Risk | High Risk |
|--|-------------|-----------|
| <p>Per YKHC guidance all ASAA activities have been suspended until further notice. Should activities continue, all staff and student travel related to athletics and extracurricular activities must be prior approved in writing by the Superintendent.</p> | | |